

URBAN/MUNICIPAL
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AGENDAS / MINUTES OF THE
FINANCE AND ADMINISTRATION
COMMITTEE

SEPTEMBER 23, 1993 -

URBAN/MUNICIPAL
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1993

NOTICE OF MEETING

FINANCE AND ADMINISTRATION COMMITTEE

Thursday, 1993 September 23rd

9:30 o'clock a.m.

Room 233, City Hall

Diane McGuire
for: Susan K. Reeder
Secretary

AGENDA

DELEGATION - 9:30 O'CLOCK A.M.

1. Junior Achievement of Hamilton-Wentworth - lease amount of approximately 6,379 square feet in the Upper Wentworth Composite Building.
 - (a) Information Report - Director of Property.

DELEGATION - 10:30 O'CLOCK A.M.

2. Alderman D. Drury & Delegation - Vietnamese Pot-bellied Pigs.
 - (a) Report - Alderman D. Drury.
 - (b) Report - Cam Stableford, Hamilton Society for the Prevention of Cruelty to Animals.

3. CONSENT AGENDA

4. CHAIRMAN, DEVELOPMENT CHARGES SUBCOMMITTEE

Requested Report - Reimbursement - Development Charges Complaint - C. H. Heist Limited - 84 Birmingham Street.

5. COMMISSIONER OF HUMAN RESOURCES

- (a) Reclassifications - City Clerk's Office.
- (b) Reclassifications - Public Works Department.
- (c) Staffing Reorganization - Public Works Department.

6. DIRECTOR OF INFORMATION SYSTEMS

Expanded Centrex Telephone Service Area (Area-Wide Centrex).

7. CHIEF ADMINISTRATIVE OFFICER

Task Force to review the Sub-Committee System.

8. NEW TASK FORCE ON GRANTS

Recommendations on Grants Process.

9. DIRECTOR OF PROPERTY

(a) Fair Wage Policy of the City of Hamilton.

(b) Lease - Part of Copps Coliseum (101 York Boulevard) to The Society of Management Accountants of Canada for Storage Purposes.

(c) Amendment to Lease - Part of Copps Coliseum (101 York Boulevard) to 752413 Ontario Limited and Champions Fitness Ltd. (Gene Kay and Michael Watson).

10. HAMILTON FARMERS' MARKET SUB-COMMITTEE

Installation of Parking Meters on York Boulevard.

11. TREASURER

(a) Realty and Business Tax Arrears and Collection Procedures.

(b) Post Audit Letter - Recommendations and Comments concerning Accounting Systems, Procedures and Controls for 1992.

(c) Levy Payments to the Boards of Education.

12. REFERRAL FROM CITY COUNCIL

Correspondence - Reverend David Shepherd, Bethel Gospel Tabernacle - respecting the changing of the celebration of Halloween from Sunday, 1993 October 31st to Saturday, 1993 October 30th.

13. PRIVATE AND CONFIDENTIAL AGENDA

14. OTHER BUSINESS

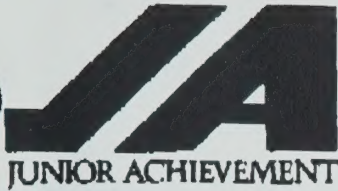
15. ADJOURNMENT

OUTSTANDING ITEMS

FINANCE AND ADMINISTRATION COMMITTEE

<u>ITEM</u>	<u>DATE REQUIRED</u>	<u>ACTION BY</u>
1. (a) Policy to exempt Parking Authority from realty and business tax.	1990 February 23 & 1990 March 22	Treasurer
(b) Examine feasibility of directing the net revenue from parking fines into the Reserve Account.	1990 March 22	Treasurer
2. Additional Proposed Development Charges Amendments.	1992 April 23	Building
3. City Hall Grounds Study - being reviewed by Interest groups for input.	1993 January 21	Arts Co-Ordinator
4. Report - Partnership Agreements at the Hamilton Farmers' Market.	1993 January 21	City Solicitor
5. Report - Ad Hoc Committee on Tobacco Control Policy forwarded from Regional Council.	1993 February 18	City Clerk, Solicitor
6. Women's Safety Audit Project Report - Chief Administrative Officer to meet with the Status of Women Sub-Committee and staff and report back on the implementation procedures.	1993 March 25	Chief Administrative Officer
7. Report back on the issue of other municipalities which have discriminated against the hiring of the local construction industry due to restrictive policies.	1993 August 31	Chief Administrative Officer & City Solicitor
8. Report - Hamilton Firefighters Drum Corp. - request for a \$300,000. interest free loan.	1993 August 26	Chief Administrative Officer
9. Review of possible alternative names for "Commonwealth Square".	1993 August 26	Chief Administrative Officer

1993 September 16



YOUR
INVESTMENT
IN FREE
ENTERPRISE

**JUNIOR ACHIEVEMENT
OF HAMILTON/WENTWORTH**

48 FERGUSON AVE. S.
HAMILTON, ONTARIO L8N 2M5
TELEPHONE: (416) 525-5343
FAX: (416) 525-9755

Thursday, September 16, 1993

Ms. Susan Reeder
Secretary
Finance and Administration Committee
City of Hamilton
City Hall
71 Main Street West
Hamilton, ON L8N 1G2

Dear Susan:

Thank you for the report of September 14th regarding the proposed rental space at the Upper Wentworth Composite Building. We appreciate the information and the efforts of the staff.

We have reviewed the information in the report and discussed its implications for the future of Junior Achievement in Hamilton. Representatives of the Board of Junior Achievement of Hamilton/Wentworth look forward to sharing our plans at the Finance and Administration Committee meeting on Thursday, September 23, 1993.

Our organization would very much like to occupy the space designated in the report. This year, our rent has been \$9,000.00 for the year, and while the organization has managed to pay this amount, our budget is one that has been kept as tight as possible. If we were to be the tenants of the building at Upper Wentworth, we would maintain it well. We would welcome the opportunity to show ourselves to be good tenants, however, our budget just does not allow for more funds for rent.

We look forward to meeting with the committee on Thursday and sharing our plans.

Yours truly,

Carol Houslander
Executive Director

jp

cc John Skirving
Don Fell
John MacLeod

c.c.-D. Vyce, Director of Property

-M. Watson, Manager, Real Estate Division, Property Department

-A. Ross, Treasurer

Balance Sheet
as at August 31, 1993

Assets

Cash	460	
Mastercard Acct.	-----	
Accounts Receivable	4,199	
Prepaid Expenses	200	
GST Receivable	373	
Governors' Campaign Receivable	6,100	
		11,332

Liabilities

Accounts Payable	1,752	
With-held Income Tax	1,320	
GST Payable	10	
Bank Loan	88,012	
Deferred Revenue	-----	
		91,094

Equity

Operating Deficit	(79,674)	
Income Current Year	(88)	
		(79,762)

Total Liabilities & Shareholders' Equity	11,332
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Junior Achievement of Hamilton/Wentworth
Income & Expense Statement - January 01, 1993 - August 31, 1993

<u>Income</u>	<u>Total budget</u>	<u>Budget to date</u>	<u>Actual to date</u>	<u>Budget Sept.93</u>
General Campaign	85,000	80,000	40,042	5,000
General Campaign Shortfall	-----	-----	-----	39,958
Monte Carlo	10,000	10,000	1,403	-----
Governors' Dinner	20,000	-----	1,947	-----
Golf Tournament	10,000	10,000	9,468	-----
Walkathon	10,000	10,000	2,545	-----
Company Program	15,000	-----	7,765	-----
Project Business	13,000	13,000	15,150	-----
Governors' Campaign	-----	-----	4,750	-----
Misc. Income	-----	-----	2,350	-----
	163,000	123,000	85,420	44,958
<u>Expenses</u>				
Salaries	69,046	45,727	44,833	5,182
Benefits	10,542	7,068	3,801	768
Training	300	-----	35	300
Local Travel	10,100	7,050	6,322	1,200
Office Supplies	4,500	3,100	2,852	275
Postage	2,060	1,675	1,372	415
Telephone	3,000	2,000	2,269	250
Rent	9,000	6,000	5,250	750
Maintenance	2,400	800	552	100
Utilities	4,900	4,100	2,581	400
Insurance	850	-----	392	850
Bank Interest	8,000	5,800	4,842	550
Memberships	600	400	97	50
Public Relations	500	364	699	45
PR Materials	750	750	138	-----
Misc. Expenses	-----	-----	157	-----
CP Materials	3,150	1,025	319	2,000
CP Service Fees & Ins.	1,650	-----	445	-----
CP Achiever Recruiting	500	500	-----	-----
EPJAC	1,750	1,750	1,950	-----
CP Volunteer Training	1,000	250	64	500
CP Recognition	1,000	1,000	1,261	-----
CP Awards Evening	3,000	3,000	111	-----
CANJAC	3,000	3,000	2,304	-----
PB Materials	2,000	2,000	798	-----
PB Service Fees & Ins.	1,500	1,500	1,203	-----
PB Recognition	1,000	1,000	529	-----
PB Training	1,000	750	332	-----
	146,848	100,609	85,508	13,635

CITY OF HAMILTON
- INFORMATION -

1(a.)

DATE: 1993 September 14

SEP 14 1993

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: D. W. Vyce
Director of Property

SUBJECT: Proposed Rental of space
at Upper Wentworth Composite Building
to Junior Achievement of Hamilton-Wentworth

BACKGROUND:

In accordance with the instructions from the Chairman of the Finance and Administration Committee, we have prepared an information report on the status of the lease negotiations with Junior Achievement of Hamilton-Wentworth.

In adopting Item 21 of the 14th Report of the Finance and Administration Committee, City Council on 1993 July 27 approved leasing 6,379 square feet of space at the Upper Wentworth Composite Building to the Junior Achievement of Hamilton-Wentworth.

The Director of Property was authorized to negotiate rental terms with this group.

On 1993 September 2, a representative of the Junior Achievement of Hamilton-Wentworth called Mr. Watson of the Real Estate Division to determine what the rental terms would be for the Upper Wentworth facility.

We advised that rather than discussing this matter over the telephone, we would appreciate meeting with their Board of Directors to discuss this matter in detail.

Ms. Houselander of the Junior Achievement of Hamilton-Wentworth requested our rental rates over the telephone in order to review the rates with her Board of Directors.

We advised Junior Achievement of Hamilton-Wentworth that the City was currently receiving \$8.80 per square foot (Gross), \$56,135 per annum or \$4,677.93 per month from the Region for this space. Ms. Houselander indicated that was higher than they were paying now. We invited Junior Achievement of Hamilton-Wentworth to come into our office to discuss the rental rates further.

We understand, from Chairman Ross, that Junior Achievement of Hamilton-Wentworth has requested an opportunity to appear before the Finance and Administration Committee to advise that they cannot afford to pay the City's asking price for this space.

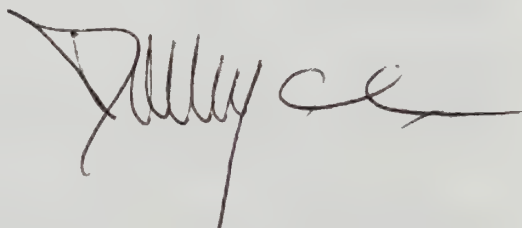
For the information of the Committee, the operating cost for this space, if occupied by the Junior Achievement of Hamilton-Wentworth, would be approximately \$6.40 per square foot, \$40,825 per annum or \$3,402 per month.

In addition, with the Fire Department moving out of the Composite Building in the fall of 1994, this building will be vacant and could be sold, however, Council would have to reconsider leasing space to the Junior Achievement of Hamilton-Wentworth.

Another factor may affect your consideration on this matter. The Building Operations and Maintenance Division has advised that the roof needs major repairs at an estimated cost of \$65,000.

In our opinion, it does not make economic sense to lease this property for anything below market rent as we must recover our annual operating costs and the \$65,000 roof repairs through rent payments over the five (5) year lease term. The rent payments of \$8.80 per square foot does not provide any return on our investment (i.e. Market Value of the Property).

If the Junior Achievement of Hamilton-Wentworth are not prepared to pay our required rent payment, we would recommend that Council reconsider renting the property when it becomes vacant by the Fire Department in the Fall of 1994 and proceed to offer the property for sale.

A handwritten signature in dark ink, appearing to read "Allan C. Ross", with a long horizontal stroke extending to the right.

MCJW/nw

c.c. Joe Pavelka, Chief Administrative Officer

Allan C. Ross, Treasurer, Treasury Department



CITY COUNCIL
HAMILTON, CANADA

Alderman Don Drury

71 MAIN STREET WEST L8N 3T4 • (416) 546-2730 • RES. (416) 545-7077 - WARD 3

1993 September 15

Ms. Susan Reeder
Secretary
Finance and Administration Committee

Dear Ms. Reeder:

Re: **Vietnamese Pot-Bellied Pigs**
Public Presentation - September 23, 1993 at 10:30 a.m.

A small delegation of Vietnamese Pot-Bellied Pig owners will be in attendance to provide the Committee with insight as to why this particular breed of animal should be deemed "domesticated" and therefore allowed to reside within the boundaries of the City.

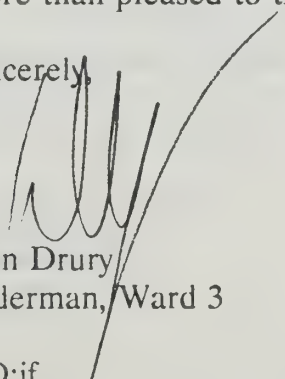
Ms. McGrory will be in attendance with her personal pet "Sydney". In addition, two residents within the City will present information concerning these animals from a scientific and lay point of view.

To assist the committee in advance of the meeting, I would be most appreciative if you would review the attached information which consists of a series of articles and information documents concerning the issue of the domestication of Vietnamese Pot-Bellied Pigs and how they fit quite comfortably in a home-like urban setting.

I will be recommending that the Finance and Administration Committee further recommend to City Council that this particular breed of animal be deemed "domesticated" and therefore this would forestall any action by the Hamilton Society for the Prevention of Cruelty to Animals.

If you have any questions or concerns regarding this matter prior to the hearing I would be more than pleased to try and obtain the information for you.

Sincerely,


Don Drury
Alderman, Ward 3

DD:jf

2(a.)



VIETNAMESE POTBELLIED PIGS

INFORMATION

for potential and new owners

neat house pets

*Chris, John and Bill Janssen
2550 Norman Road
RR #2 Branchton,
NOB 1L0
519 740 2276*

WILCRIS EXOTICS VIETNAMESE POT-BELLIED PIGS

the NEWEST RAGE in house pets

Yes! It's true! Pigs are fast becoming a favourite house pet in Canada. The only difference is that they are a miniature version of the pig we are familiar with. In California and some areas of Florida there are more pet pigs than some breeds of dogs.

they are SMALL

The Vietnamese Pot-Bellied Pig only weighs in at 60-80 lbs and approx 12 inches high as an adult. They are usually all black but a white strain has been imported recently and therefore some have a white spot on their nose and/or feet and if you are lucky a white area on their neck. Pintos are available. Their back is swayed, sometimes with wrinkles. Their tummies are pot-bellied of course and if they are pregnant or overweight they nearly touch the ground

they are LOVING

These pigs are very affectionate and enjoy the company of humans. They are not aggressive and do not squeal as much as normal pigs. They are so ugly with their squashed-in noses and pot bellies that they are cute. When they wag their straight little tails or produce little grunts they are communicating with you. They get along with other pets very well such as a cat or dog.

they are SMART

In no time at all they learn to use a litter tray or ask to go outside. They also learn small commands such as sit! or give a kiss! They are said to be the third smartest animal after the dolphin and monkey. Unlike most animals, pigs can learn by observation.

they are CLEAN

They have short hair and a smooth skin. To keep it shiny and from becoming scaly and dry, you should oil them with regular cooking oil occasionally. The proper feed does help in their skin condition.

You may have to clip their nails once a year.

They do not attract fleas and therefore have no further upkeep.

They hardly have any body odour.

they are FUN

When you call them by name they will come (or at least acknowledge you). They also will talk to you with nudges and grunts for food or to go outside. When we are watching a movie or sitting down, ours will come and stand by our feet to be petted, picked up and will sleep on our lap.

they are EASY

They are easy and economical to feed. An adult eats 3 to 3 1/2 cups per day.

But remembera pig loves to eat and will pig out - so don't get carried away. If you are eating she will want some.... so be tough! They should never get obese.

Their lifespan is up to 18 years.

They make an excellent pet as they do not jump or scratch and a child can not easily injure them.

They are also great for children with allergies because generally as they have the same make up as humans, we are not allergic to them.

they are EXOTIC

Vietnamese Potbellied Pigs are registered with the Registry Service Inc. in Indiana but we now use our own new Canadian one, the Canadian Potbellied Pig Registry in B.C..(under the Animal Pedigree Act of Dept of Agriculture).

There are several newsletters and publications being made in the interest of these little friends.(a list follows). They are still rare but fast becoming a popular pet.

you NOW OWN one !?

Welcome to the pet pig family! Now that you have a pot-belly of your own, here are a few suggestions to help you get started.

WHEN YOU GET YOUR PET HOME

At first your piggie will be very skittish. He is not used to people or the new environment. Place him in a small room at first with a litter tray and some feed and water. Don't try to grab him too often but sit on the floor with some treats and let him come to you. When you hold him keep him level and close to your body, give him treats and talk to him.

HEAT STRESS

Potbellies don't have sweat glands. Therefore they cool off by lying in the shade or rolling in mud puddles.

NEVER keep your pig outside in the sun for long periods.

NEVER allow them to overheat in a vehicle.

It can kill them!!!!

their FEED

Your pig will be on a starter feed for the first 8 weeks (we will provide some to start off). Gradually switch them to the feed of your choice and mix the old and new feed for about 5 feedings. This will avoid stomach aches in the pig and he will be less likely to reject the new feed.

They can eat Purina Pig Chow, dog food as a treat, veggies, any people food and a daily children's chewable vitamin.

Some regular pig commercial feeds are too rich, so try to find a feed with about 14% or 15% protein.

The Purina feed is available in two types: 1) Mazuri Line
& 2) Mini Lab Diet.

These feeds also contain the selenium required for your pet.

Both of these are available at REN'S FEED in Oakville 416 257 4611.

Supplement their pig ration with fruits and vegetables, raisins, and roasted peanuts.

Also at about 6 months of age give your piggie a children's chewable vitamin once a day.

NEVER feed your piggie chocolate!!!

Feeding Schedule:

6-10 wks. = half to one cup per day

10-14 wks. = one to one and a quarter cups/day

14 wks-6 mon. = one and a quarter to two cups/day

6 mon. + = two and one half to three cups/day

their SLEEPING area

An old box or basket with a blanket, or just a blanket to burrow in will be fine. As long as he has limits, he will feel more secure at first. It is not necessary to give him a heating pad in the house. He will burrow into the blanket.

LITTER TRAY

We use a boot tray with a newspaper on it and they are already trained for this technique, replace when wet..they like it clean. Whatever you use; don't change your system, because it will not only confuse your piggy but it could upset him enough that he won't use it any more.

To train him to go outside, take him out every 2 hours and have him on a leash. Be warned...they can run extremely fast and you could have an awful time catching him at first.

additional SKIN CARE

To prevent your piggie's skin from becoming dry and flaky, oil him as necessary (once every 3 or 4 weeks dependant on the weather and the diet).

Give him a bath when needed (monthly?); the easiest way we found, is to take him with you in the shower. Let him walk around on the bottom, shampoo him, rinse and towel dry. At first they will not like it and will use it for a bathroom. We use our people shampoo, although there are special shampoos available.

suggested VET CARE

1. When you get him, your piggie has been dewormed (Ivomec) and had a vaccine for Erysipelas(Farrowcheck)& had Selenium (mineral).
2. At 4 months - rabies vaccine.
3. Annually - Erysipelas shot and trim hoofs
4. Dewormer - Should be given twice a year - on their feed.

7. Recommended Veterinarians:

Dr. Peter Rich (our vet)
Cambridge Veterinary Clinic
Hwy. 97
Cambridge, Ont.
519- 623-3347

Dr. Bob Saunders
2544 Speers Rd.
Oakville, Ont.,
L6L 5W8
416- 825-2100

Dr. Bruce Robinson
Dundas Animal Clinic
(Dr. Rich's suggestion)

Dr. Close
Trussler Rd. Veterinary Clinic
Kitchener
696-2285 (recommended by one of our customers)

8. Harnesses: Munk's Pet Food
503 Sandwich St. S.
Amherstburg, Ont.
N9V 3G5, 519- 736-5331.
He will send your order in the mail.

thats ALL, but..

Just remember these little guys love lots of attention and love. The more you give, the more you will receive.

Don't hesitate to call us if you have any concerns.

We'll try to help you.

ENJOY YOUR PET - THEY ARE GREAT

Chris, Bill and John Janssen
519-740-2276
2550 Norman Road
Branchton N0B 1L0
(between Cambridge and Dundas)

CITY OF TORONTO
DEPARTMENT OF PUBLIC HEALTH

November 12, 1992

TO: Neighbourhoods Committee

SUBJECT: Request to amend By-law 539-83 to allow Potbelly Pigs to be kept as household pets

ORIGIN: Neighbourhoods Committee, November 12, 1992
(c34nhc92004:537)

RECOMMENDATION:

That the Neighbourhoods Committee receive this report, regarding potbelly pigs, for information.

SUMMARY:

In response to a request from the Neighbourhoods Committee, the Animal Control Services section of the Department of Public Health has reviewed the implications of allowing potbelly pigs to be kept as household pets in the City of Toronto.

BACKGROUND:

In recent years a number of species of animals, which in the past have not been considered "traditional" household pets, have gained popularity as pets. These include ferrets, miniature horses, pygmy goats, llamas and potbelly pigs. When any of those animals are noticed on someone's property, invariably someone will question the legality or humaneness of keeping these animals, or their impact on public health and safety.

The potbelly pig, also referred to as "Miniature Potbelly Pig", or "Vietnamese, Asian or Chinese Potbelly Pig" is one of those new species being promoted as household pets.

Since there is currently no requirement to register or license them in Toronto, we do not know how many of those animals are actually being kept in the City.

However, in response to complaints, Toronto Animal Control Officers have already laid two charges in 1992, against owners of potbelly pigs for "keeping a prohibited animal, contrary to By-law 593-83".

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November 12, 1992

Neighbourhoods Committee

In both cases the defendants entered a plea of "not guilty", and in both cases they were found guilty. In one case the owner was fined \$200.00, and in the other one resulted in a suspended sentence. In suspending the sentence, the Justice of the Peace, who heard that case, stated that the intent of the By-law was not clear and that the City should re-think its position.

The defendant in that case subsequently requested that the City amend By-law 539-83 and exempt potbelly pigs from the prohibition. Pigs are currently one of the species which are prohibited from being kept in the City.

Although potbelly pigs are not native to this country, and therefore could be considered exotic animals, they are nevertheless pigs.

COMMENTS:

Are potbelly pigs house pets, livestock or exotic animals?

In preparing this report the Department consulted Animal Control Agencies in Scarborough, Etobicoke, North York, Mississauga, London and Ottawa. None of those agencies reported having had complaints about potbelly pigs, nor had they been approached to amend existing by-laws to permit them to be kept as household pets.

We also spoke with the Executive Director of the Humane Society of Tacoma, Washington. That Society performs animal control activities for the City of Tacoma, and in preparation for legislation developed guidelines for the keeping of potbelly pigs.

We contacted the Ontario Veterinary Medical Association (OVMA) and spoke with Dr. Walter Ingwersen, Chair of the Small Animal Issues Committee of the OVMA, who stated that the Ontario Veterinary Medical Association considers the potbelly pig an "exotic animal pet".

The OVMA Position Statement considers exotic species:

"those vertebrates, excluding fish, not native to Canada, which normally live in a wild or natural state and have not been subjected to domestication through selection and controlled breeding".

Citing the possibility of unnecessary suffering through lack of adequate care in transportation and merchandising, and the potential as a public health hazard, or as carriers of disease that could endanger indigenous species, the OVMA Position Statement continues:

FROM:D.P.H. ANIMAL CONTROL

TO:

4165471598

JUL 19, 1993 2:58PM #753 P.04

-3-

November 12, 1992

Neighbourhoods Committee

"Be it resolved that a request be made to the Government of Canada to introduce legislation designed to prohibit the importation of exotic animals to be sold as pets or for resale".

We also consulted Dr. David Fraser, an acknowledged expert and researcher into pig behaviour with the Animal Research Centre of Agriculture Canada.

Dr. Fraser suggested, 'unless potbelly pigs are kept under conditions that would expose them to potential diseases, that there should not be a public health concern. He also indicated ~~that it is possible to create a micro-environment for pet pigs~~ that provide for the needs of the animal.

The Ontario Ministry of Health, Zoonoses and Food-borne Disease Control Service, also did not have concerns so long as the pigs were vaccinated against rabies if kept outside.

It would appear from those discussions that any risk to human health and safety are minimal, and that the needs of the animal and animal welfare concerns can be met.

Nevertheless there are a number of other concerns which have been identified and which need consideration.

Although potbelly pigs apparently are considered livestock in their countries of origin, since arrival in North America in the early eighties, they have been promoted as small, cuddly, easily-trained and housebroken, disease-free pets, which do not require a lot of exercise and do not scratch the furniture, jump on the table, catch songbirds, bark endlessly or chase cats.

Although it is true that these animals have not been causing significant numbers of complaints, promoters of these animals as domestic pets tend to concentrate mostly on the positive aspects of potbelly pig ownership.

However, these animals are not dogs or cats. And while they may have some advantages over dogs and cats, there are some aspects associated with potbelly pig ownership that need consideration.

The first consideration is size. How small is miniature? The term miniature, often used in connection with potbelly pigs, can create a wrong impression about an animal's size, since "miniature" is a relative term. For instance, miniature pigs can not be compared to miniature dog breeds.

Although there are some potbelly pig strains that average 15 to 25 kilograms (kg), the normal weight of Vietnamese Potbelly Pigs is quoted between 30 kg and 50 kg. While that might be considered

FROM:D.P.H. ANIMAL CONTROL

TO:

4165471598

JUL 19, 1993 2:59PM #753 P.0

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November 12, 1992

Neighbourhoods Committee

miniature in comparison to hogs on a farm, which can reach 125 kg in six months and 250 kg to 400 kg in two years, it compares in size and weight to some of the medium and large dog breeds.

Concerns have also been raised about unethical breeders, who have crossed potbelly pigs with larger, cheaper boars, which has resulted in cross-breeds of considerably larger size.

Although often described as non-aggressive by nature, neutering and spaying is necessary to combat odour and hormone-related crankiness or aggression, and removal of the tusks of male pigs is also generally advocated.

However, in urban communities most concerns center around odour and animal care issues.

While the Department of Public Health does not have a position on the issue of keeping potbelly pigs as pets, we are nevertheless concerned that without guidelines, public complaints about these animals will be difficult to resolve. Also, it should be noted that any legitimizing of the keeping of these animals within the City of Toronto through policy, guidelines or by law, will most certainly generate an increase in complaints and workload for the Department of Public Health, with its consequent fiscal implications.

Although it would be impossible at this stage to estimate or project the magnitude of the workload, in this time of severe budget restraint these implications should be a consideration in the Committee's deliberation.

A number of municipalities in the United States (U.S.) have developed, or are in the process of developing, legislation to regulate the keeping of potbelly pigs, and recommendations usually include:

- including potbelly pigs in regulations covering exotic pets;
- mandatory registration (requirement of permits);
- mandatory vaccination and sterilization;
- restriction of one pig per dwelling unit;
- written approval requirement from neighbour, especially where the animal will be kept in an apartment, before a permit is granted;
- written permission from the property owner when a pig will be kept in rented premises; and

FROM:D.P.H. ANIMAL CONTROL

TO:

4165471598

JUL 19, 1993 2:59PM #753 P.06

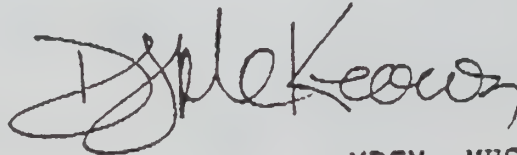
-5-

November 12, 1992

Neighbourhoods Committee

- cleanliness standards.

Another concern of municipalities is what happens to these animals when they are no longer wanted or when animals do not work out as pets. Although most shelters are able to accommodate some non-traditional pets like ferrets, most urban animal shelters are not equipped to handle animals like pigs.



David J. McKeown, MDCM, MHSc, FRCPC, FACPM,
Acting Medical Officer of Health

*Domesticated
Mini pigs*



VIETNA, USE POTBELLIED PIGS

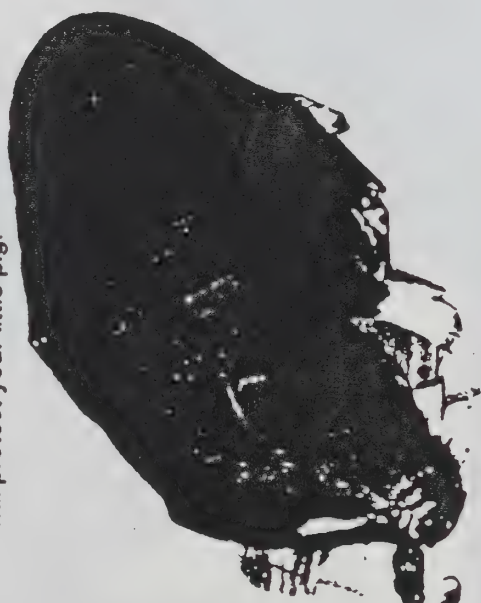
Vietnamese Potbellied Pigs (miniature pigs) originated in South East Asia and were domesticated by the natives. They came very close to extinction during the Vietnamese war, between Agent Orange destroying their habitat and being eaten for food.

The first little pigs came to Canada via Sweden in the early 1980's to be zoo displays. It was here that their loveable qualities shined through enough for people to accept them as pet candidate.

The Vietnamese Potbellied Pig is very different from the average hog in many ways. They come in shades of black and black with white. The back is swayed, sometimes with wrinkles.

Their tummies are "pot-bellied", and if overweight or pregnant, will even drag on the ground. Their noses are pushed in, the better to push a ball around with! The disposition is very friendly and smart, and they get along well with other animals. As a matter of fact, it is recommended that another pet is available for playing and snuggling.

They can mature from 30 to 70 lbs. and 12 to 16 inches high. Males tend to stay on the smaller side.



Potbellied Pigs can be kept indoors and house trained and/or litter trained like a cat. If kept outdoors they will need a source of heat in the winter, and a place to keep cool in the summer. They can be leash trained, and it's great fun to take your little pig on outings. They wag their straight tails like dogs when they're happy. They'll talk to you with little grunts, nudge you to be petted or fed, and do about any tricks for a treat.

These little pigs are easy and cheap to feed, and it's easy to overfeed them. Little pigs should not be allowed to become obese! They eat Purina Mini-Pig Chow and children's chewable vitamins, supplemented with fruits and vegetables. They love to eat! They also love water and especially bowls of warm water. They will put their whole faces in, blow bubbles, and then wipe clean on a towel!

These little pigs are very clean, non-shedding, un-inhabitable by fleas, and virtually no body odor. Vietnamese Potbellies do not sweat, and in the summer heat will love a children's wading pool to keep cool in. They are rarely sick and do not carry any diseases contagious to humans. An annual vaccination and parasite check will protect your little pig.



Everyone adores these little pigs, and they dwell in the homes of your neighbors to the houses of kings, presidents, actresses and poets. A pet for the person who has everything! They quickly learn their names and come running when called. They give love and humor to your life, and can be profitable. The lifespan is from 10 to 18 years. They are excellent children's pets as they do not jump or scratch and a child cannot injure them easily.

Females (gilts/sows) can be bred as early as five months and litters can range from 4 to 10 piglets. Two of our pets came from a litter of 12! The babies can be weaned as early as 4 weeks, and at a day old will drink their milk from a bowl. Gestation period is 114 days, or 3 months, 3 weeks, and 3 days.

Our Vietnamese Potbellied Pigs are registered with the Potbellied Pig Registry Service Inc. in Indiana. There are quite a few organizations, newsletters, videos and publications being developed in the interest of these little pigs. They are still rare, though fast becoming a popular pet!

Prices in 1991 are ranging from \$350-800 for pet quality, neutered males or spayed females. \$500 and up for males (boars) and females (gilts/sows) for breeding stock.



sions that influence the rights of those in their communities.

1. Animal control agencies are concerned about the possibilities of having to handle the VPBP in the future. This is a responsible position given our society cares for those that cannot care for themselves. However the classification of the VPBP as a "fad animal" is presumptuous. The positive response in the Puget Sound area alone has been remarkable. This article poses a negative if not indifferent attitude to the acceptance of pigs as pets.

2. There have been misleading statements on both sides as to the actual mature size of these pets. My experience has shown that most pigs continue growing up to two years of age. The average weight of most pigs in my practice at mature size fall between 55 - 90 lbs. with a median of 70lbs. Because these pigs are of small stature and very dense, uneducated owners weight estimates often run 25-30% lower. Pigs that weigh in above 100lbs. often do so because of improper nutritional intake and are often unhealthy just as we would be if we were obese. The key is not a strictly controlled diet from a quantity standpoint, but from a quality standpoint. Believe me, nature did not intend for any pig to be obese.

3. I have already addressed the fallacy of pigs desiring to wallow. It is true that some pigs like to root in the yard, as it is true that some dogs like to dig. Proper education and training of owners and pets has time and time again produced favorable compromises. Many of our patients have learned that they may graze on the lawn, but not root. These pets are very smart and eager to please. Some are even offered their own small area in the yard where they know it is acceptable to root.

4. It appears that Mr. Prince has misunderstood his veterinary care and disease information. What he has failed to understand is that pig vaccinations are made for commercial swine not pet pigs. Most vaccines carry three or more, and as many as eight agents per dose. Although pet pigs can catch commercial swine diseases, many of the vaccines available are for "confinement in large numbers" diseases. Unfortunately, many books and

articles have been written by exotic animal veterinarians that may have little to no practical understanding of commercial swine vaccines and the epidemiology of the diseases that they protect against.

Vaccine manufacturers make recommendations that are blast by the business that they are in...to sell vaccines; and they even admit that they have little understanding of the actual needs of the potbellied pig.

At Woodinville Veterinary Hospital, this is what we recommend for a Washington pig's first year:

- 4-6 wks. BPED (vac)
Ivermectin (dewormer)
- 8-10 wks. BPED (booster/yearly vac)
Ivermectin (booster/yearly dewormer)

This is what we recommend for a puppy's first year:

- 6 wks. DHPP+C and dewormer
- 9 wks. DHPP+C and dewormer
- 14 wks. DHLPP+C and dewormer
- 17 wks. DHLPP+C and dewormer (yearly booster)
Rabies Vacc (boost in • 1 yr. then every 3 yrs.)
(Also Bordetella PI3 if boarding)

To this date, we have seen very few pigs with infectious diseases and I feel that the potential for a zoonotic transmission to humans is much lower than for dogs and cats.

5. Exercise is important. Even a goldfish needs to swim in it's bowl once in a while. However, adult pigs are not by any means athletes, and to keep up on a walk with most poodles, would be an accomplishment.

6. One important fact exists that separates the VPBP from the largest problem facing dog and cat overpopulation: The sexual behavior of the VPBP requires altering to prevent extremely objectionable characteristics. Intact males emit a very penetrating "cologne" when picked up, and will mount any object including the family dog or owner's leg. Non-spayed females exhibit estrus every 21 days, which lasts about five days. During that time they may become irritable, agitated, and break all litter training habits. No sane individual would keep an unaltered animal as a pet. People that have tried in my experience, are left with no choice but to

eventually comply. **All pets are spayed and neutered and therefore cannot contribute to overpopulation.**

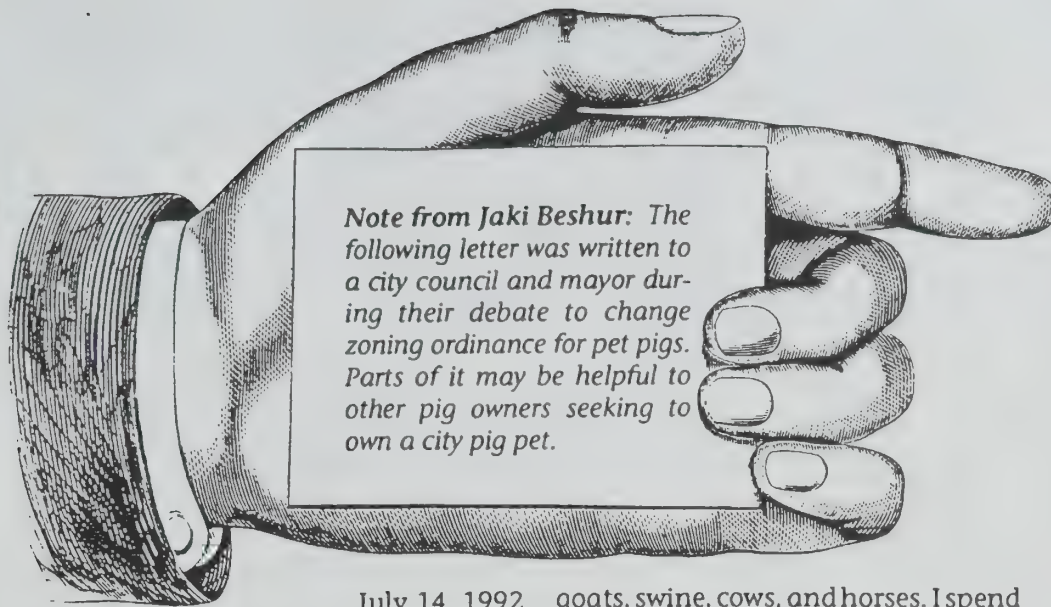
The fact that shelters may not be equipped to handle pigs properly is a justified concern. In our area we are lucky enough to have the support of people who are working harmoniously with animal control authorities. I have been very impressed with the sense of responsibility that these VPBP fans have had in accepting, caring for, and replacing these pets in the proper homes. Although one local agency, SKC-SPCA, mentioned only one such case as of April of 1992. Remarkable considering the number of pigs out there. However, we all understand that we do not live in perfect society.

I appreciate your time in considering these points. I hope this information will provide valuable insight. Our experience in Seattle alone shows us that many more potbellied pigs exist under violation of zoning laws than the city zoning department is even remotely aware of. Experience and history teach us that culture is in constant evolution; at one time having dogs as something of little value other than to grace the banquet platter. Let's not forget that in other cultures "man's best friend" would be equally considered.

Sincerely,

Daniel J. Kennedy, D.V.M.
Woodinville Veterinary
Hospital-LAMS
P.O. Box 624
Woodinville, WA 98072





Note from Jaki Beshur: The following letter was written to a city council and mayor during their debate to change zoning ordinance for pet pigs. Parts of it may be helpful to other pig owners seeking to own a city pig pet.

July 14, 1992

Re: Potbellied Pigs

Dear Mayor:

I feel it is prudent to provide my qualifications to comment on this subject as there appears to be quite a bit of confusion concerning the legitimacy of statements in reference to the potbellied pig as a residential companion.

Woodinville Veterinary Hospital is a two-doctor practice located 10 miles north of Bellevue, Washington. A good portion of my practice involves the care of pot bellied pigs as pets. My involvement with caring for the Vietnamese Potbellied Pig (VPBP) began four years ago as many people around the Puget Sound area began importing breeding animals from other states. My initial experience had been with commercial swine at Washington State University, having completed swine management courses in obtaining my Bachelor of Science Degree in Animal sciences, and residing and working at the W.S.U. Swine Center during my freshman year of veterinary school. I was one of four students to complete a specialty swine block of instruction as a senior student and presented my senior paper on "Environmental Management of Northwest Swine Herds." Upon graduation in 1987, I was presented with the Purina Mills Inc. Swine Proficiency Award for Medicine. We currently average between three to seven potbellied pig client visits a day in our clinic. My practice also consists of a mobile veterinary service which cares for sheep,

goats, swine, cows, and horses. I spend two days of the week in the clinic caring for dog and cat patients as well.

I'll be the first to admit that when stories of the VPBP began arising in the national media prior to my first experience with them, I scoffed that this appeared to be a novelty pet of the rich and famous. Not that I felt that pigs would not make good pets—my prior swine experience demonstrated that pigs in general are very personable, inquisitive creatures. The picture of a well dressed pig (and owner) strolling down Rodeo Drive was a bit of a strain on the "semi-rural" attitudes of my up bringing. I'll also admit that my early judgements were made with a little haste and a lot of prejudice.

Here are some of my observations that I have collected in four years of working with the VPBP:

1. Pigs are clean as a function of their nature: commercial swine behavioral research (McGlone, et al) has demonstrated that pigs choose only to wallow if they are kept in an environment that dictates such behavior and then only when ambient temperatures rise beyond their comfort zone. Pigs in general prefer not to foul their own environment. They will seek out, if possible, the lowest place in their environment (often indicated by the presence of moisture) to defecate and urinate, to assure that their surroundings are kept clean.

2. Pigs do not have an offensive odor of their own but if cared for improperly their environment will as will any other animal's. I found dur-

Dear Mayor...

ing my year at the WSU Swine Center that the majority of the odor that clung to myself while working originated while handling feed, especially that which contained high levels of soy. As for the end product of that feed, most would agree that higher species can be equally offensive. I defer back to #1.

3. The VPBP is a legitimate residential pet. The range of the human/animal bond is from VPBP's that are strictly garage and yard pets (much like a Golden Retriever!) to individuals that have become surrogate children to parents that have no biological equivalent. One couple plans to build their "child" its own bedroom in their new house complete with access to play yard, shower, trench toilet, and separate ventilation system...Mom is allergic. One may find this ludicrous, but the human/animal bond has an amazing power. Its use in therapy with the elderly and the handicapped has proven this time and time again.

4. Pigs have their own distinct fascinating personalities. Many clients fell in love with the book *Charlotte's Web* as children. Most have longed to have a pig as a pet but commercial swine grow much too large to allow this. The introduction of the alternative has created joy in many lives.

Stereotypes are hard to break. Experience has taught me a great deal. In April of 1992, an article that appeared in the "National Animal Control Association News" was brought to my attention. "Potbellied Pigs—Public Swooning Over Swine," by Martin Prince calls justified attention to many concerns that many people involved with the VPBP have expressed, i.e. pet overpopulation and the involvement of animal control agencies. I think it is important to clarify a few points that have been made, as this article is being used to influence those that must make deci-

A JOURNAL FOR BREEDERS & PET OWNERS

POTTERED PIGS

VOLUME 3 NUMBER 3

FEBRUARY/MARCH 1993



\$6.00

POT-BELLIED PIGS

A JOURNAL FOR BREEDERS & PET OWNERS

VOLUME 3 NUMBER 2

DECEMBER/JANUARY 1993

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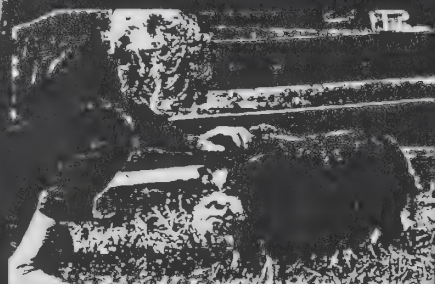
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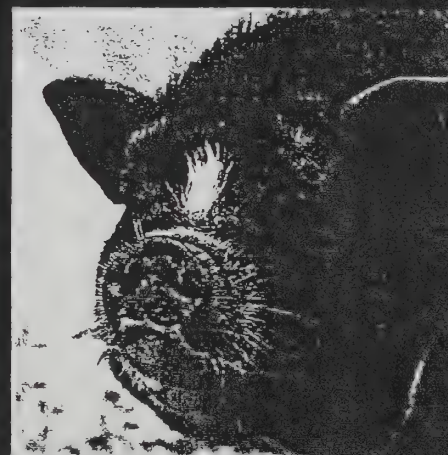
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Winston & Marilyn



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BILL FEIG/THE ADVOCATE

You've heard of drug-sniffing dogs. Now meet Tootsie and Baby Doll, Vietnamese potbellied pigs drafted by New Orleans police to detect cocaine and marijuana. "I didn't like the idea of messing with pigs," says Lt. Col. Paul Perkins, the pair's trainer. "But these pigs are smart."





udy is truly an active participant of our family. At two months of age he was already going up and down the stairs so that he could be near me as I went through the house doing the weekend cleaning. My husband, Tom, and I also began taking him for walks right away. His first walks were to the video store and to a nearby park. He was loved by everyone at the video store, and of course our

neighbors began to think of us as the "pig" people. Now at one year old, Rudy is a true hiker-pig.

Besides his daily walks to the neighborhood park, he also enjoys his weekend two to three hour hikes through the woods. To our amazement, he can negotiate climbing over large logs or rocks to keep up with us and to complete the course without complaint. He especially likes it when we sing songs about him as we walk along. Our singing evokes immediate response and he picks up the pace with his tail curled up and continually wagging as he trots along.

Because we've tried to teach Rudy the spirit of adventure by our own enthusiastic encouragement ("Come on Rudy, you can do it!"), he faces new physical challenges with confidence and adapts to new situations readily. Animals, like children, learn to either have confidence or to have fear by our example. Rudy's walks have developed and reinforced his self-assurance because

from the beginning he was exposed to a variety of physical sensations all at once: other people, animals, traffic and changes in weather are just a few of the things he had become accustomed to. Once on a hike, Rudy displayed a particularly courageous attitude when he lost his footing and rolled over the steep embankment and into the brush. He didn't squeal, but instead hooked his front legs over an exposed tree root and held on as Tom scrambled quickly over the edge to lift him back up to me. After his tumble, he continued his walk as if nothing had happened.

Rudy's walks have also helped him to trust Tom and I because he knows that we will be there for him if he ever is exposed to danger (i.e., over-friendly dogs who want to sniff his hind-quarters or romp and rough-house). We simply tell the dogs in a stern voice to go away and only if needed do we lead Rudy away. The greatest adventure of Rudy's life, which probably most helped him to trust us and to develop his own sense of well-being, was the vacation he took with us to the coast. Rudy truly adapted the "explorer" attitude of my husband—he loved to stay close at his heels as Tom lead the way over sand dunes, through tall grasses, rivulets, and rocks full with seaweed. After sampling the various seaweeds, Rudy refined his taste to include only the wide flat brown strands or the large reddish bumpy chunks.

After our beach trip, Tom and I both agreed that this was one of the best vacations we ever had, and Rudy was certainly responsible for our feelings. Every day, every new path is an adventure to him, and as we looked at the world through our pig's eyes, we also felt his excitement. Once, on a particularly happy day, he befriended a stranger on the beach—began following him for no apparent reason and started talking up a storm to this man using his well-developed vocabulary of grunts and squeaks. Imagine the man's surprise when he turned around after much persistent Rudy-babble to see a little pig following along behind





husband's left-over hot sauce concoctions or in the family room snuggling and watching a movie. In addition, he knows when it's time for him to just sit still and hang out in his favorite sunny spot by the sliding glass door. As my husband put it, "He is truly a consulting member of our family."

In the time we've spent with Rudy, we have learned that pigs truly like to be "consulting members" because they are very sensitive and social creatures. A friend who came to visit us and who took a walk with all of us, remarked that Rudy reflected our praise of "You are a good boy, Rudy" in his eagerness and willingness to forge every trail, no matter how difficult. She said that he was, in fact, saying to himself: "I am a good boy, I am a good boy" as he wagged his tail and trotted along. Our friend's observation made us realize that it is precisely because he feels that he is innately good that he behaves so well. This feeling of goodness about himself comes out of our acceptance of him as "one of the gang." He feels happy about being such an important part of our family. When we all went on vacation together he was exceptional in the way he readily adapted to his first long car trip, a motel room, and a full-time schedule with us which included more walking than what he had previously been used to. After our vacation, Rudy began thinking of walks as happy times spent with his companions rather than as just eating sprees. Now when

him. Rudy liked the man and did not shy away from him but continued to follow him for awhile even after the stranger and Tom had conversed and gone their separate ways. How heart-warming it was for me to see my little pig find a friend in a stranger who, Rudy seeming to be saying, was his long lost pal.

As he grows older, we notice more and more how Rudy has learned to communicate in unique ways. For example, he taught us this signal: when he's in his room and he needs to go outside to do his business, he will rumble the rock which sits by the door. When he is particularly happy, he communicates this by flopping at our feet, doing his "pointer pig" with his hair raised on his head and his nose to the wind, or by running full tilt and then "sliding into home plate" on his knees. Once, when he was a little guy, he got so carried away that upon turning abruptly as a part of one of his mad dashes down the hall, he knocked into the kitchen doorway, fell, and then immediately took off "full boar" again.

Over this past year we have also noticed how much Rudy has grown emotionally. This is evident through the confidence he now displays regarding his place in our home. We see examples of his confidence in the fact that he no longer cries when we leave him to go to work and when we arrive home, he lets us know by his gentle woofing noises and by his snuffling gesture (touching his nose to our nose) that he is glad we are there. He also shows confidence by inviting himself to wherever the action is—whether it be in the kitchen anxiously waiting for my

we tell him, "We're going for a walk, Rudy," he barrels down the stairs to the front entrance, keeps up with us instead of stopping continuously along the trail to munch.

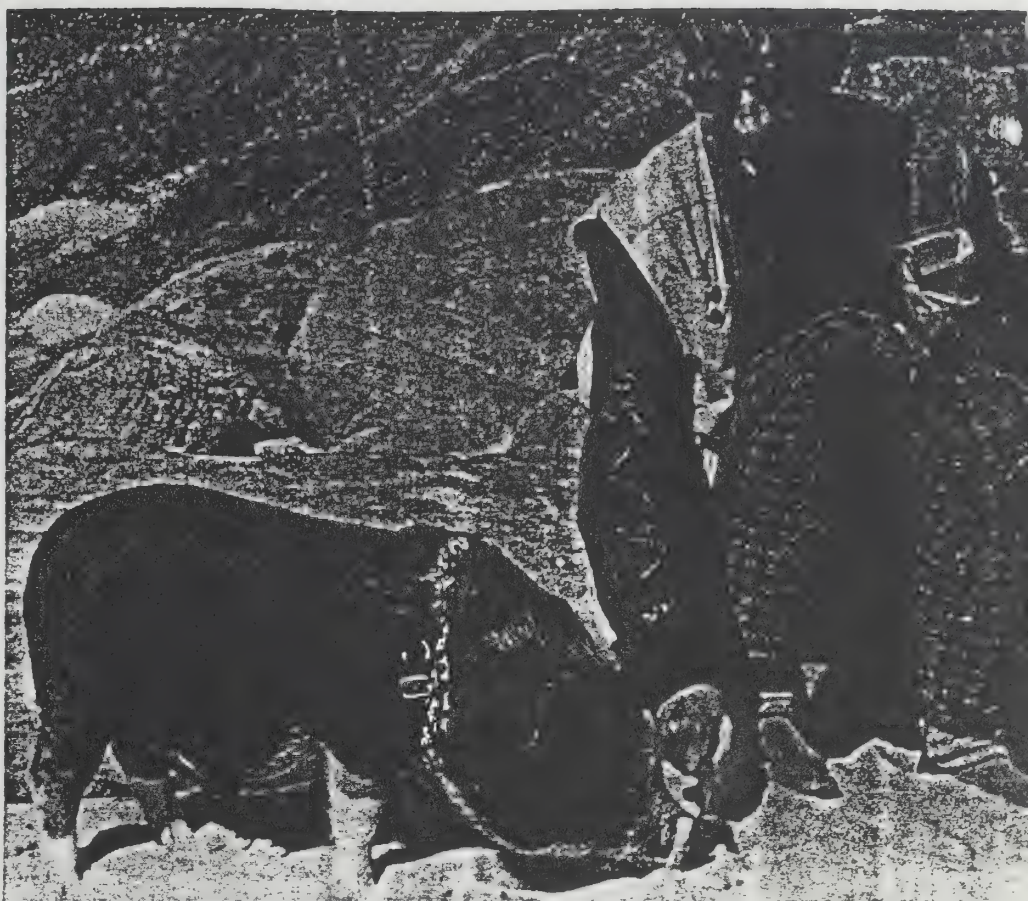
When I think back on how much Rudy has given us in the time we've known him, I am filled with tenderness, respect, and appreciation for his sensitive and loving character. A striking example of his sensitivity shows up in an incident where Tom and I were in the middle of an argument and Rudy jumped up on the couch, positioning himself so that he lay half across my lap



and half across Tom's. His method of producing a truce certainly worked!

For years I have wanted an animal in my life who could be such a close companion, but unfortunately I am an asthmatic and allergic to most animals because of their dander. At long last, I have found one that doesn't aggravate my breathing. In fact, when he was a piglet he used to sleep on my chest. One night when my lungs were tight he came and settled himself down across my chest. His warm little body was such a comfort to me and I was able to fall asleep peacefully. A few hours later I woke up to discover that I was now breathing freely again. I felt such a bond with him in those moments that made me know he was the right animal for me.

Rudy gives us so much happiness just by his being happy for me. In fact, I think a pig best demonstrates his love by showing you that he is happy. A pig does not show his love in the same way as a dog, who might jump up and lick his companions furiously. Instead, pigs show their love in their enthusiastic running spurts or in their trusting "yes-please-do-rub-my-belly" flops. ■



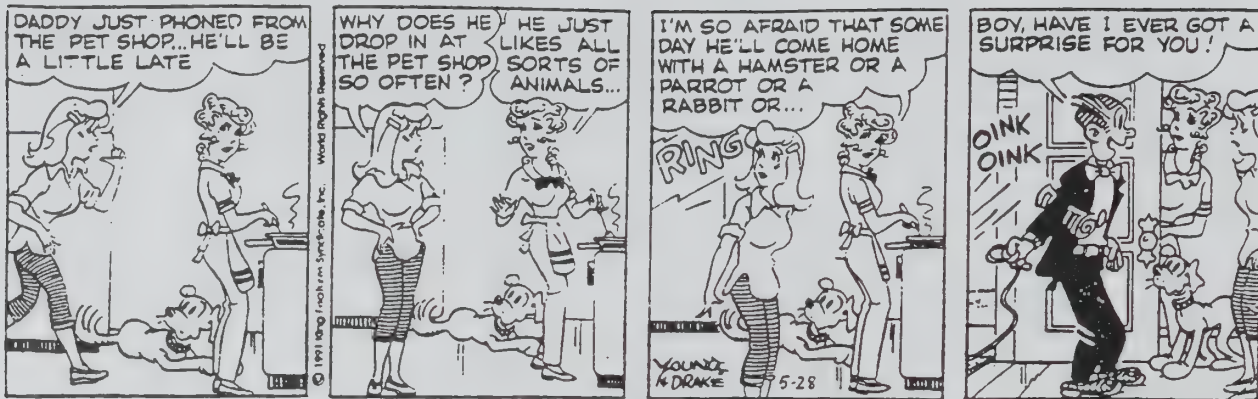
News Flash: Presidential Porker

If you watched the Inaugural Parade on January 20th, your eyes didn't deceive you – a real, little, Pot-Bellied pig became part of the "Pomp and Circumstance".

Danielle Campoford of *Reece's Miniature Horses* owned by Toni Reese, led the horses with a small black critter... "Lil' Cloe", daughter of "Pinto Pete" and "Cleow" from *"The Source"*, owned by Jenny Blaney.



BLONDIE By Dean Young & Stan Drake



Zoning Update

Chino Hills, California - Potbellied pigs get O.K. to oink in Chino Hills. The City Council unanimously agreed to vote for an exception of the animal control ordinance to allow potbellied pigs. The potbellied pig now falls into the domestic pet category. The restrictions, however, include a weight limitation of 125 pounds, 18 inches tall, and there cannot be more than one pig per household lot, or parcel of land. The pigs are not allowed to live in apartments or condominiums and must be spayed or neutered by the age of 6 months. When off the premises, the pig must be on a leash at all time. Steve and Margie High, NCOP members, and Highs Happy Hams The Generals Son of Lil' Pigs Top Brass helped to win hearings.

West Covina, California - Unanimously voted 5 to 0 to change the existing ordinance for potbellied pigs as long as they are spayed and neutered.

Fort Worth, Texas - Is now legal to have potbellied pigs.

Vancouver, Washington - Ordinance change allows for one pig per household as long as it remains under 95 pounds.

Dear Sarnan...

BRRRR FROM ALASKA

To all those who wonder how we cope with cold weather. Here is a proof picture. I go out twice a day for potty. I love summertime here.

Wilbur Boyd

Anchorage, Alaska

P.S. My mom loves your magazine. She orders all kinds of neat stuff for me from your mag.



THANK YOU

Thank you so much for the back issues of the *Pot-Bellied Pigs Magazine*. They are so lovely. I treat them like coffee table books! I never tire of reading them or looking at the wonderful photographs. Keep those issues coming and sign me up as a permanent subscriber!

Lisa Lavagetto

P.S. How do I submit an article and pictures? I would like to do one!

Just send it in—easy as that. We print as space permits and especially use those that are of interest to our readers. Good clear prints are a must.

ALL'S WELL FROM THE SUNSHINE STATE

Dear Sara and Nancy:

This certainly is a long overdue letter. I just spoke with you the beginning of December '91 shortly after we bought Hamlet from Lummie Williams of Cordele, Georgia. We

didn't have the opportunity to spend but about five minutes with him; however, we spent about three hours with his father. What an incredible man! He is so very interesting and knows so much about exotic animals. I highly suggest anyone who is going through Cordele, Georgia, to stop and visit. I want to take my 15 year old son there this summer for a visit. And I'm sure I'll find it just as interesting and entertaining as our first visit.

My second call to you was on a Saturday afternoon in an absolute panic around mid-December. Hamlet had been castrated the Monday prior and the next Thursday, four days later, I noticed he strained and was unable to have a bowel movement. I took him to our vets, Drs. Wood and Campbell, around 3:30 in the afternoon. They tried a glycerin suppository without results, took x-rays, etc. Surgery! They intubated Hamlet, put him on Oxygen and performed a laparotomy—abdominal surgery. He had an alytic gut. They pulled every inch of his intestines out of the abdominal cavity. His intestines were so bloated that the vascularity system supplying his intestines was maxed. Had I waited another day, some of Hamlet's intestines would have necrosed—died—due to the blood supply being cut off. Fortunately, we were in time. They aspirated fluid off of different areas of his intestines. After several minutes his peristaltic movement began and was I relieved. After Hamlet woke up I was able to take him home for several hours. Dr. Wood had a fund raiser to go to that evening. He said I was the best mother and nurse so he let me take him home, got directions to our house, and picked him up about 9 p.m. He took Hamlet home with him

(Continued to page 55)

We'd love to hear what you think. Send your comments to: Letters to the Editor, Pot-Bellied Pigs Magazine, P.O. Box 853, Ooltewah, TN 37363. Or, fax us at (615) 499-1923.

POT-BELLIED PIGS

SARNAN
PUBLISHING

615-892-0762 • 615-899-0820

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Chattanooga, TN • 615-899-1617

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POT-BELLIED PIGS is published 6 times a year,
Oct./Nov., Dec./Jan., Feb./March, April/May,
June/July and Aug./Sept. by

Sarnan Publications
P.O. Box 853
Ooltewah, Tennessee 37363
615-892-0762 • 615-899-0820
FAX 615-499-1923

CALL FOR ADVERTISING RATES
Subscription Rates: \$30.00 U.S.,
\$40.00 Canada (one year) U.S. currency only.

Postmaster — send all address changes to
Pot-Bellied Pigs
P.O. Box 853 • Ooltewah, TN 37363

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Cover photo:
Hoggin' by Lynne Vincent

need to thank the most, and certainly appreciate the most, called our local T.V. station and explained our story to them. Thank you so much, whoever you are. To make a long story short, it was just a matter of hours before our shop was visited by W.L.O.S. T.V. 13 newsmen Eric Earnhart and his cameraman. How excited we were and boy what a "ham" Bubba was. Instantly Bubba the pig became a celebrity and our new shop with him. Next came the newspaper people and tons and tons of Bubba supporters too! The whole thing caused more publicity than we could have ever bought. People came by the shop everyday to see Bubba. Our news story has been seen as far away as Florida.

Soon the date for the next Town Council meeting was set, and the closer we got to the date the harder we worked and the more we talked to different people about pigs, and what wonderful pets they make. It wasn't long at all before we had over 800 signatures supporting Bubba. That's a lot for such a small town, in fact more people voted for Bubba than showed up to vote in the recent primary. I was delighted to receive a phone call from Sheryl Gentry, a lady who lives in nearby Asheville, who had seen our story on T.V. Her piggie's name is "Knuckles." Even though we didn't even know each other she wanted to help me, and am I ever glad she did. I could only express my love for Bubba, but she knew all the facts and all the piggy people to contact. She also made contact with the Weaverville town attorney Carl Loftin. She managed to spend a whole day with him, going over all the facts of mini pigs and delighting him with all of her pig tails. Mr. Loftin phoned the shop one day and jokingly asked to speak to Bubba, just a moment I said, we rushed Bubba to the phone and he let out a big grunt. We could hardly stop chuckling in order to carry on our conversation. We had won Mr. Loftin's heart too!

As time grew closer, I contacted all of the Town Council people. They were all very nice, and most of them made a point to stop by and meet Bubba. We won the heart of the women right away, but I knew the men would be tougher. Gosh! We met so many nice people through the whole ordeal—kids from high school came by, people from neighboring towns and counties, and other people who own pigs came by as well. One in particular was Petunia Chitlin, this cute little pig only weighs 7 lbs.!

O.K. it's May 18th. I'm a nervous wreck, I feel as though I'm going to fight the courts to save my child from the electric chair. Armed with gobs of notes under one arm and our petition under the other off to the Town Hall we went.

What a surprise! There in front of the town hall was little Petunia, all decked out with a little brown derby and a sign on her back that read "Please let Bubba stay and Pigs are people too!" marching back and forth in front of the door.

Now along with my notes and petition, I had tears, not to mention the lump in my throat and the even bigger lump in my heart.

Inside the meeting room I met Sheryl in person for the first time. It was time for the meeting to start and all we had time for was a quick nod at each other. I noticed someone with her, but I didn't know who he was. Between Sheryl and her friend, Petunia and her parents and Bubba's whole family including his Granddaddy, we filled the room with pig people. Being second on the agenda didn't help my nerves at all. As they finished the first business Mayor Sprinkle introduced our problem with a chuckle. All the Town Council members smiled, and I felt a little better. Rather than being formal and sticking to the facts, I stood and spoke from my heart. I began explaining my understanding for the need for such an ordinance years ago when people had hog

rms, but these are domesticated pigs with very good manners, and they are highly intelligent I added. I told of the love my family and I had for our little pig and of the joy he brought not only to us, but to everyone he came in contact with. I explained, they don't bark all night and disturb neighbors, they don't chase cars, or bite joggers. I became so wrapped up in speaking about

what wonderful pets pigs make, that I almost forgot to give them my petition. I then closed, with tears in my eyes, please change this ordinance to accept domesticated mini swine.

Whew! was I ever glad for that to be over. Next it was Sheryl's turn to speak, here again she had all the facts, she must have spent hours working on her presentation. Thanks so much Sheryl. Along with her facts she brought a letter from a local vet who supported mini pigs and a proposed ordinance she and Mr. Loftin had drawn up. Her speech was very well prepared.

The man sitting next to her also spoke in favor of pot-bellies, being the proud owner of his own pig "Hank" he just wanted to support Bubba also! I couldn't believe so many people, none of whom I had never met before, came to rescue Bubba!

Mr. Loftin then spoke supposedly unbiased and explained to the Council that he was prepared to draw up a new ordinance to allow miniature pigs inside the city limits with whatever rules etc. the Council wanted. The Council discussed the problem and decided to have Mr. Loftin draw up a new proposal ordinance! Of course, they said there might be the need for a public hearing should many people complain or whatever. It was decided that there needed to be a special amendment to allow our piggy to stay until a new ordinance could be accepted, hence forth the "Bubba Amendment" that allowed Bubba the pot bellied pig belonging to Steve and Bethann Harwood to preside in the city limits of Weaverville, North Carolina, until such ordinance could be changed!

Gosh! Did we ever feel better now, but it would be another month before all of this was final. I was so afraid a lot of people would complain or whatever and something would happen to change the Council's mind. What if there was a public hearing! Needless to say the month passed by very slowly. People stopped by the shop constantly to find out the fate of Weaverville's first pot-bellied pig. As the day of the next meeting neared, the lump started growing in my heart again. Surely they wouldn't make me get rid of my precious piggy, but you know how politics can work. Several rumors were going around, and I was scared to death. Never the less back to the Town Hall again, and back also were all of our piggy friends. Being fifth on the agenda this time made my heart swell even more—my child was before the firing squad this time! It seemed like an eternity before the subject of Bubba the pig was brought up. At this time we were all handed a copy of the new ordinance allowing mini pigs to stay inside the city limits of Weaverville. We all read over the ordinance. The Mayor then asked for my approval of the ordinance, Oh No! those big lumps in my heart and throat were back, I could hardly mutter yes this looks wonderful to me this looks very, very good. By this time tears of joy were pouring down my cheeks. I tried so hard to thank them. Everybody was happy. The Mayor then informed me that he had only received one anonymous post card against mini pigs being allowed to stay.

So now Bubba is legal, and so are any other mini pigs that wish to live inside the city limits of Weaverville, one of the first towns in North Carolina to adopt an ordinance to allow miniature pigs to reside inside city limits.

I've always known that there is something good in everything that happens. People still come by the shop all the time to see Bubba. He is spoiled rotten, he still keeps us laughing with the funny things he does. We even have tee shirts that say "Country Gardens home of Bubba the pig." We have met so many new friends and have had so much support, I thank everyone so much, they were all so nice. I guess I should also thank my neighbor for complaining, for with out her all of this would have never happened! ■

Steve & Bethann G. Harwood
P.O. Box 823
Weaverville, NC 28787
(704) 645-9801



FINANCE AND ADMINISTRATION COMMITTEE

THURSDAY, 1993 SEPTEMBER 23RD

CONSENT AGENDA

A. MINUTES OF THE FINANCE AND ADMINISTRATION COMMITTEE

Minutes of the regular meeting held Thursday, 1993 August 26th and the Special meeting held on Tuesday, 1993 August 31st.

B. TREASURER

- (i) Tax applications processed under Section 443, Subsection (5) of the Municipal Act, Chapter 45, Statutes of Ontario, 1990.
- (ii) Information Report - Status of Unclassified Revenue and Expenditures as at 1993 August 31st.
- (iii) Information Report - Status of Hosting, Receptions and Related Accounts as at 1993 August 31st.
- (iv) Funding - Proposed construction of concrete alley between Fairfield Avenue North and Paling Avenue from Britannia Avenue to the north limit of 226 Fairfield Avenue North and 255 Paling Avenue.

C. CITY SOLICITOR

Amendment to By-law No. 93-151 respecting Market Hours.

D. CITY CLERK

- (i) Extension of Liquor Licence - Cricket's Eatery, 1900 King Street East.
- (ii) Appointment of a Finance and Administration Committee representative to serve on the Joint City and Regional Roomers and Boarders Task Force. (copy to follow)

E. DIRECTOR OF PROPERTY

Closure of Property Department Capital Projects.

F. COMMISSIONER OF HUMAN RESOURCES

Appointments to and Terminations from permanent positions with the Corporation of the City of Hamilton to 1993 September 15th.

G. SECRETARY, FINANCE AND ADMINISTRATION COMMITTEE

Information Items.

Thursday, 1993 August 26
9:30 o'clock a.m.
Room 233, City Hall

The Finance and Administration Committee met.

There were present: Alderman D. Ross, Chairperson
Alderman B. Charters, Vice-Chairperson
Mayor Robert M. Morrow
Alderman V. Agro
Alderman D. Agostino
Alderman T. Anderson
Alderman T. Cooke
Alderman G. Copps
Alderman D. Drury

Also present: Alderman M. Kiss
Alderman W. McCulloch
Alderman B. Morelli
Alderman H. Merling
Alderman T. Jackson
Alderman F. Eisenberger
J. Pavelka, Chief Administrative Officer
John Johnston, Commissioner of Human Resources
Fire Chief Baker
Deputy Fire Chief Smith
A. Ross, Treasurer
P. Noé Johnson, City Solicitor
J. Schatz, City Clerk
S. Hollowell, Manager of Administrative Services, City Clerk's Office
T. Bradley, Manager of Purchasing
C. Stableford, General Manager, S.P.C.A.
P. Lampman, Deputy Building Commissioner
D. Vyce, Director of Property
K. Beattie, Grants Co-Ordinator, Treasury Department
E. Herechuk, Labour Relations Officer, Human Resources Centre
P. Baker, General Manager, Parking Authority
Susan K. Reeder, Secretary

A G E N D A

ADDED - MAYOR MORROW - TIGER CAT TICKET SALE SIGN

Mayor Morrow spoke to the Committee with respect to his proposal to put a Ticket Cat Sign on the forecourt of City Hall for registering the number of Tiger Cat tickets sold for the Labour Day Game.

Some discussion ensued and the Committee approved the following:

That notwithstanding the City's policy of not permitting billboards on the forecourt of City Hall until the City Hall Grounds Study has been completed, that permission be given for a ticket sale gauge for the Tiger-Cat Labour Day Game to be erected.

1. PRIVATE AND CONFIDENTIAL AGENDA

The Committee moved to an In-Camera Session to deliberate on matters of a Private and Confidential nature.

The Committee then moved back into Regular Session and approved the following:

BB. CITY SOLICITOR AND DIRECTOR OF PUBLIC WORKS**(i) City of Hamilton -ats- Carpanini - Ontario Court General Division Action 23590/90.**

- (a) That the City of Hamilton resolve Ontario Court General Division Action No. 23590/90 by the payment to the Plaintiffs, Mary and Frank Carpanini of the sum of \$2,000. inclusive of all claims for damages, interest and costs; and,
- (b) That the Plaintiffs be required to execute a Full and Final Release in a form satisfactory to the City Solicitor; and,
- (c) That Ontario Court General Division Action No. 23590/90 be dismissed without costs.

(ii) City of Hamilton -ats- Rayner; Ontario Court (General Division) Action No. 16926/89.

That the City of Hamilton offer to settle Ontario Court (General Division) Action No. 16926/89 on the following terms:

- (a) That the City pay to the Plaintiffs, Crystal and Greg Rayner, the sum of \$13,123. inclusive of all damages, interest, disbursements and costs; and,
- (b) That the Plaintiffs, Crystal and Greg Rayner, be required to execute a Full and Final Release in a form satisfactory to the City Solicitor; and,
- (c) That Ontario Court (General Division) Action No. 16926/89 be dismissed without costs.

(iii) City of Hamilton -ats- Guyatt; Ontario Court (General Division) Action No. 7324/89.

- (a) That the City of Hamilton offer to settle Ontario Court General Division Action No. 7324/89 by the payment to the Plaintiffs, Sharon, Richard, Gregory, Bradley and Trevor Guyatt of the amount of \$242,149.62 inclusive of all claims for damages, interest and costs; and,
- (b) That the Plaintiffs be required to execute a Full and Final Release in a form satisfactory to the City Solicitor; and,
- (c) That Ontario Court General Division Action No. 7324/89 be dismissed without costs; and,
- (d) That the City Solicitor be authorized and directed to pursue a claim against Royal Insurance Company for contribution of \$142,149.62 pursuant to the terms of the City's policy of automobile insurance with the Royal Insurance Company. Further, that the City Solicitor be authorized to take all steps necessary to pursue this claim including the institution of Court action against the Royal Insurance Company.

ADDED - COMMISSIONER OF HUMAN RESOURCES AND FIRE CHIEF

That the following course of action be implemented to lessen the impact of the Ontario Government's Social Contract on the Emergency Service and Support Operations of the Hamilton Fire Department:

- (a) That payment for five of the remaining twelve 1993 statutory holidays, be eliminated for Fire Suppression (429 personnel) and Communications Division (10 personnel). Other venues/opportunities as may accrue from now until the end of 1993 may be utilized to make up an extra day for the total of six required days off without pay. (These personnel who work an average 12 hour shift, receive lieu days for each statutory or proclaimed holiday and those remaining until the end of the year are Labour Day, Thanksgiving Day, Remembrance Day, Christmas Day and Boxing Day); and,
- (b) That the remaining 31 members of the Fire Prevention, Training, Mechanical and Administration Division, who work a normal 8 hour shift, be required to take 8 scheduled days off without pay, since they are not required to work on the statutory or proclaimed holidays for which they are paid.

2. CONSENT AGENDA

The Committee was in receipt of its Consent Agenda and approved the following:

A. MINUTES OF THE FINANCE AND ADMINISTRATION COMMITTEE

The Committee was in receipt of the minutes of its regular meeting held Thursday, 1993 July 22nd and approved these minutes as circulated.

B. TREASURER

- (i) Funding - 1993 Servicing Expenditures related to Subdivisions - Bow Valley Drive,

The Committee was in receipt of a report from the Treasurer dated 1993 August 12, respecting the above noted matter and approved the following:

That as referred to in Section 25 of the Eleventh Report for 1993 of the Transport and Environment Committee, the City's share of services under the Modified Subdivision Agreement with the owner of certain lands on Bow Valley Drive at a cost of \$1,410.27, be financed from Centre No. CH 00107 - "Reserve for Services Through Unsubdivided Lands".

- (ii) Funding - Proposed construction of an independent concrete sidewalk on the east side of Upper Ottawa Street from Stone Church Road to approximately 275m northerly.

The Committee was in receipt of a report from the Acting Treasurer dated 1993 August 18, respecting the above noted matter and approved the following:

That as referred to in Section 20 of the Eleventh Report for 1993 of the Transport and Environment Committee, the City Solicitor prepare an appropriate By-Law to construct an independent concrete sidewalk on the east side of Upper Ottawa Street from Stone Church Road to approximately 275m Northerly (PW93.1038) under the Local Improvement Act at an estimated gross cost of \$35,500., with the City's share of \$13,072. to be financed from the Reserve for Capital Projects (Account Centre No. CH 00203) and the balance of \$22,428. being the Owner's share to be financed by the issuance of debentures for a period not to exceed 20 years. It is further recommended that application be made to the Regional Municipality of Hamilton-Wentworth to issue debentures in the amount of \$22,428. for a term not to exceed 20 years for the above project.

- (iii) Funding - Construction of a concrete curb on the north side of Rennie Street from Waterloo Street to approximately 33.8m easterly (east limit of 777 Rennie); and the construction of a concrete curb and sidewalk on the south side of Rennie Street from approximately 12.2m east of Waterloo Street to approximately 12.2m easterly (frontage of 776 Rennie).

The Committee was in receipt of a report from the Acting Treasurer dated 1993 August 18, respecting the above noted matter and approved the following:

That as referred to in Section 21 of the Eleventh Report for 1993 of the Transport and Environment Committee, the City Solicitor prepare an appropriate By-Law to construct a concrete curb on the North side of Rennie Street from Waterloo Street to approximately 33.8m Easterly (East Limit of 777 Rennie) and the construction of a concrete curb and sidewalk on the South Side of Rennie Street from approximately 12.2m East of Waterloo Street to approximately 12.2m Easterly (frontage of 776 Rennie) (PW 93.1038) under the Local Improvement Act at an estimated gross cost of \$8,700., with the City's share of \$5,446. to be financed from the Reserve for Capital Projects (Account Centre No. CH 00203) and the balance of \$3,254. being the Owner's share to be financed by the issuance of debentures for a period not to exceed 20 years. It is further recommended that application be made to the Regional Municipality of Hamilton-Wentworth to issue debentures in the amount of \$3,254. for a term not to exceed 20 years for the above project.

- (iv) Funding - Construction of a concrete alley - first north of Barton Street East from Tragana Avenue North to Weir Street North (east-west portion only).

The Committee was in receipt of a report from the Acting Treasurer dated 1993 August 18, respecting the above noted matter and approved the following:

That as referred to in Section 22 of the Eleventh Report for 1993 of the Transport and Environment Committee, the City Solicitor prepare an appropriate By-Law to construct an alley first north of Barton Street East from Tragana Avenue North to Weir Street North (east-west portion only) (PW93.1038) under the Local Improvement Act at an estimated gross cost of \$30,400., with the City's share of \$25,175. to be financed from the Reserve for Capital Projects (Account Centre No. CH 00203) and the balance of \$5,225. being the Owner's share to be financed by the issuance of debentures for a period not to exceed 20 years. It is further recommended that application be made to the Regional Municipality of Hamilton-Wentworth to issue debentures in the amount of \$5,225. for a term not to exceed 20 years for the above project.

- (v) Adjust financing - 1990 Escarpment Stabilization Project.

The Committee was in receipt of a report from the Treasurer dated 1993 August 18, respecting the above noted matter and approved the following:

That City Council's approval in 1990 March with respect to the financing of the estimated \$429,000. cost of the "Escarpment Stabilization Project", wherein part of the financing was to be shared between Committees as noted in Section 1.(b) (B) of the Sixth Report for 1990 of the Parks and Recreation Committee which reads:

"the City Treasurer be authorized to collect funds on approval of the cost sharing arrangements between the Parks and Recreation Committee (City), Transport and Environment Committee (City) and the Engineering Services Committee (Region) in equal shares of \$143,000. as estimated.",

be amended to delete the reference to the City Committees sharing costs, in that the entire amount was already funded in 1990 from the Reserve for Capital Projects, and the sharing of costs between City Committees would serve no useful purpose. The Region's share of one-third of the cost has been determined and billed.

(vi) Information Report - Status of Hosting, Receptions and Related Accounts as at 1993 July 31.

The Committee was in receipt of an Information Report from the Treasurer dated 1993 August 17, respecting the above noted matter and agreed to receive this document for information purposes.

(vii) Information Report - Status of Unclassified Revenue and Expenditures as at 1993 July 31.

The Committee was in receipt of an Information Report from the Treasurer dated 1993 August 17, respecting the above noted matter and agreed to receive this document for information purposes.

(viii) Reallocate excess debenture proceeds.

The Committee was in receipt of a report from the Treasurer dated 1993 August 10, respecting the above noted matter and approved the following:

That the City Solicitor be authorized and directed to make application to the Ontario Municipal Board for approval to reallocate the excess debenture proceeds in the total amount of \$817,514.97 as follows:

(a) Transfer from:

	<u>Description</u>	<u>O.M.B. No. & Date</u>	<u>City By-Law No. & Date</u>	<u>Excess Debenture Proceeds</u>
(i)	Chedoke Golf Course	E890865	89-252	
	Parking Lot	27-Jul-89	26-Sep-89	\$143,600.00
(ii)	Pump Truck - Fire	E860628	87-001	
	Station at Limeridge & Upper Ottawa	19-Nov-86	13-Jan-87	1,139.69
(iii)	Fire Station - Limeridge & Upper Ottawa	E81695	88-090	
		15-Feb-88	12-Apr-88	9,972.98
(iv)	Land Acquisition -	E840142	85-052	
	Arena Parking	11-Apr-84	26-Mar-85	269,217.19
(v)	Scott Park Arena -	E860611	86-241	
	Replace Surface	30-Jul-86	26-Aug-86	206,925.27
(vi)	Downtown Action Plan -	E840584	86-075	
	Phase 2	19-Dec-85	11-Feb-86	1,617.94
(vii)	P.R.I.D.E. - Crown Point	E871261	88-023	
	West/Stipley	7-Dec-87	26-Jan-88	13,316.89
(viii)	Road Access - Bow Valley	E860858	89-145	
	to Queenston	16-Mar-89	9-May-89	107,124.22
(ix)	Roads/Curbs/Walks -	E881255	88-273	
	Greenhill Avenue	5-Oct-88	28-Nov-88	64,600.79
				<u>\$817,514.97</u>

- (b) Transfer to:

	<u>Description</u>	<u>O.M.B. No. & Date</u>	<u>City By-Law No. & Date</u>	<u>Excess Debenture Proceeds</u>
(i)	Major Maintenance to Civic Buildings (1992)	E920486 26-Jan-92	92-215 25-Aug-92	\$300,000.00
(ii)	High Pressure Sodium Street Lighting Conversion Program - Phase 2	E920430 26-Jan-92	92-174 30-Jun-92	<u>517,514.97</u> <u>\$817,514.97</u>

C. CITY CLERK**Use of City Hall Facilities****(i) Use of Council Chambers - Hamilton District Council of Women.**

The Committee was in receipt of a report from the Acting City Clerk dated 1993 August 3, respecting the above noted matter and approved the following:

That approval be given to the request of the Hamilton District Council of Women to use the following City Hall facilities on the occasion of its Centennial project in 1993 November:

- (a) Council Chamber and annex on Wednesday, 1993 November 17 from 12:00 noon until 2:00 p.m. for a Centennial programme and refreshments; and,
- (b) Second floor foyer area from 1993 Monday, November 15 to Thursday, November 18 for an historical display.

(ii) Use of Council Chambers - Presentation of Canada 125 Commemorative Medals.

The Committee was in receipt of a report from the Acting City Clerk dated 1993 August 3, respecting the above noted matter and approved the following:

That approval be given to the action taken by the Acting City Clerk in authorizing Sheila Copps, M.P. for Hamilton East, to use the Council Chamber on Wednesday, 1993 August 25 at 7:00 p.m. for a presentation ceremony to recipients being honoured with Canada 125 Commemorative Medals.

(iii) Use of Forecourt - Canadian Christian Festival IV.

The Committee was in receipt of a report from the City Clerk dated 1993 July 16, respecting the above noted matter and approved the following:

- (a) That approval be given to the request of the Canadian Christian Festival IV to use the City Hall forecourt on Friday and Saturday, 1994 June 24 and 25 from 9:00 a.m. - 9:00 p.m. for a concert in addition to a rallying point for the March for Jesus as part of the Canadian Christian Festival IV Programming in 1994; and,
- (b) That the City Clerk be granted the authority to approve of a similar use in future years provided it does not interfere with any other activity.

(iv) Use of Forecourt - Council on Suicide Prevention - Chili Cook-Off.

The Committee was in receipt of a report from the Acting City Clerk dated 1993 August 16, respecting the above noted matter and approved the following:

- (a) That approval be given to the request of the Council on Suicide Prevention, Hamilton & District Incorporated to use the Forecourt and related facilities for a Chili Cook-Off on Thursday, 1993 October 21, on Credit Union Day, between 9:00 a.m. and 1:00 p.m. as a fundraiser for its organization; and,
- (b) That the City Clerk be authorized to approve of a similar use in future years provided it does not conflict with any other activity.

(v) Use of Forecourt - Baha 'i Community of Hamilton.

The Committee was in receipt of a report from the City Clerk dated 1993 August 17, respecting the above noted matter and approved the following:

That approval be given to the request of the Spiritual Assembly of the Baha 'is of Hamilton to use the City Hall forecourt on Friday, 1993 September 24 from 9:00 a.m. to 5:00 p.m. to set up an information table with regard to four meetings which will be sponsored by the Baha 'i Community at the Hamilton Public Library.

Liquor Licence Applications - City comment

(vi) Extension of an existing liquor licence - Watermelon Festival - Westdale B.I.A.

The Committee was in receipt of a report from the City Clerk dated 1993 August 20, respecting the above noted matter and approved the following:

That the Liquor Licence Board of Ontario be advised that the City of Hamilton is aware of the Watermelon Festival being held 1993 September 18, by the Westdale B.I.A. and does not object to the extension of the existing Liquor Licence of the New Village Restaurant at 988 King Street West where liquor and beer will be served in front of said premises from 11:00 a.m. to 11:00 p.m. in conjunction with this event.

D. MANAGER OF PURCHASING

(i) Replacement of One 35,000 GVW Cab and Chassis with Dump Body Installed, Unit 9210, Fleet Services.

The Committee was in receipt of a report from the Manager of Purchasing dated 1993 August 18, respecting the above noted matter and approved the following:

That a purchase order be issued to Altruck Transportation Services, Hamilton, in the amount of \$71,869.25 including all applicable taxes, for the replacement of One 35,000 GVW Cab and Chassis with Dump Body installed, Unit 9210, for Fleet Services being the lowest of nine tenders received in accordance with specifications issued by the Manager of Purchasing and Vendor 's tender, and be financed through Reserve for Mobile Equipment Account No. CH5X503 00101.

E. COMMISSIONER OF HUMAN RESOURCES

- (i) Appointments to and Terminations from permanent positions with the Corporation of the City of Hamilton to 1993 August 18th.

The Committee was in receipt of a report from the Commissioner of Human Resources dated 1993 August 16, respecting the above noted matter and approved the following:

That the listing of Appointments To and Terminations From Permanent Positions with the Corporation of the City of Hamilton to 1993 August 18, be approved.

- (ii) Contract Settlement - The Hand Association of Sewer, Watermain & Road Contractors, Local 837.

The Committee was in receipt of a report from the Commissioner of Human Resources dated 1993 August 16, respecting the above noted matter and approved the following:

That the contract settlement of the Hand Association of Sewer, Watermain & Road Contractors and the Labourer's International Union of North America, Local 837 be received pursuant to the Fair Wage Policy of the City of Hamilton.

F. SECRETARY, FINANCE AND ADMINISTRATION COMMITTEE

- (i) Information Items.

The Committee was in receipt of a report from the Secretary of the Finance and Administration Committee dated 1993 August 20, respecting the above noted matter and approved the following:

That the following Information Items, which have been previously forwarded to members of the Committee under separate cover, be received for information purposes:

- (a) Minutes of the meeting of the Hamilton Status of Women Sub-Committee held 1993 July 12th.
- (b) Information Report - City Clerk and Director of Culture and Recreation - Sculptures - Temporary Exhibit - report dated 1993 July 27th.
- (c) Memorandum - Secretary, Transport and Environment Committee - Taxi Stands - Rebecca Street - memo dated 1993 July 23rd.
- (d) Information Report - Alderman V. Agro, Chairman, The Parking Authority of the City of Hamilton - Special Events Charges - City Hall Carpark - report dated 1993 July 15th.
- (e) Information Report - General Manager, The Parking Authority of the City of Hamilton - acquisition of property at 51 Wilson Street and 99 John Street North - report dated 1993 June 21.
- (f) Correspondence - Canadian Physicians for the Prevention of Nuclear War - respecting the World Court Project - dated 1993 July 19th.

ADDED - INFORMATION REPORT - TREASURER - 1993 REALTY TAX BILLING - FINAL INSTALLMENT

The Committee was in receipt of the above noted Information Report from the Treasurer which advised members of the Committee of the wording which will be placed on the September Realty Tax Bills reminding Citizens that City Hall Offices will be closed on 3 dates during the month of September.

The Committee agreed to receive this document for information purposes.

DELEGATIONS - 10:30 O'CLOCK A.M.**3. Development Charges Complaint - Andrew Crowe, Vice-President -C. H. Heist Limited - 84 Birmingham Street**

The Committee heard from Mr. Andrew Crowe, Vice-President, C. H. Heist Limited, respecting his Development Charges Act Complaint for property at 84 Birmingham Street.

The Committee was also in receipt of a report from the Chairman of the Development Charges Sub-Committee dated 1993 April 8, respecting this application.

Considerable discussion ensued with respect to this matter and the Committee approved the following:

- (a) That a refund of approximately \$14,000. be calculated as a reimbursement of Development Charges paid on the entire property at 84 Birmingham Street, rather than just the sub-divided portion of the land where a building has been constructed; and,
- (b) That the payment of the exact amount of refund be referred back to the Finance and Administration Committee for approval; and,
- (c) That the Building Commissioner report back to the Finance and Administration Committee on 1993 September 23 on this refund payment, as well as on proposed changes to the City's Development Charges Policy to encourage infilling in established areas of the City by reducing the applicable Development Charges according to the impact on the existing services.

4. Tom Beattie - Business Manager and Secretary-Treasurer, American Federation of Labour and Congress of Industrial Organizations - Re: Local Content.

The Committee was in receipt of a memorandum from Mr. Beattie, requesting the opportunity to speak to the Finance and Administration Committee, with respect to the City's Fair Wage Policy and the concerns of unemployed Hamiltonians. Attached to this memorandum were various newspaper articles and documents siting Municipalities who have endorsed local preference in awarding contracts.

Considerable discussion ensued with respect to this matter and Mayor Morrow requested that the Chief Administrative Officer and the City Solicitor deal directly with this issue by meeting with Mr. Tom Beattie on the issue of enforcing the City's Fair Wage Policy, as well as a review on all projects being tendered with respect to local content preference.

The Committee then approved that the Chief Administrative Officer and the City Solicitor meet with Tom Beattie immediately and prepare a report for a special meeting of the Finance and Administration Committee prior to City Council to consider options available to the City to assist local trades.

8. ALDERMAN H. MERLING - Report back - Hamilton Firefighters Drum Corp. Inc. - Interest Free Loan.

The Committee was in receipt of Background Information respecting the Hamilton Firefighters Drum Corp. Inc.'s request to the City for a \$300,000. Interest Free Loan. It was noted in the Background material that this matter was referred by the Committee of the Whole on 1993 March 26 to Alderman H. Merling to review and report back to the Finance and Administration Committee on the best way to proceed.

Alderman Merling spoke to the Committee with respect to this matter and presented a report from the Chief Noise Control Officer, respecting the possibility of the Terra Nova Theatre at 177 Sherman Avenue North being used as an alternate practice facility. The Chief Noise Control Officer's report indicates that this would be an inappropriate building for the needs of the Firefighters Drum Corp.

Alderman Merling indicated that for the past 20 years the Band has been leasing facilities at the Hamilton Airport, but that the vesting clause within their lease indicates that any new building on Airport property would convert to the Federal Government after a period of time. He indicated that the Drum Corp. is presently on a monthly rental basis now which could end at any time, and that they are in a need for an alternate practice location. He indicated that the Drum Corp. has done a great deal of fund raising and has \$125,000. raised presently and has paid \$15,000. for new building plans. The Alderman indicated that in the past, the City had paid the rental cost for the Drum Corp. at the Airport and that this funding would be saved when this use was no longer being made. The Alderman suggested that an alternative location could be for a new building to be constructed behind the Bernie Arbour Yard on Highway 53, or the adjacent Turner Farm lands. It was indicated that the Chief Administrative Officer was in the process of determining the availability of lands on the Turner Farm and/or the Bernie Arbour Grounds. It was also indicated that the Law Department has not reviewed this matter yet.

Mr. Almas and Mr. Fife of the Hamilton Firefighters Drum Corp. were in attendance with Alderman Merling respecting this matter.

Considerable discussion ensued with respect to this matter, and it was agreed that the Chief Administrative Officer should meet with Alderman Merling, Mr. Almas and Mr. Fife to review the needs of the Hamilton Firefighters Drum Corp. with the view to presenting a solution to the Finance and Administration Committee to meet all needs such as use of land, legal implications, funding, shared use alternatives, alternative locations, etc.

5. REFERRAL FROM REGIONAL COUNCIL - Regional Social Services - Rooming House Task Force

The Committee was in receipt of correspondence from the Regional Clerk, respecting the above noted matter.

The Committee approved the following:

- (a) That a joint City and Regional Task Force be established to review issues concerning Roomers and Boarders; and,

(b) That the membership include the following:

(i) City and Regional Department Representatives:

- (1.) Department of Public Health - Inspections Division
- (2.) Department of Social Services - Policy and Income Maintenance Division
- (3.) Building Department
- (4.) Licensing Department
- (5.) Fire Department
- (6.) Planning Department
- (7.) Hamilton-Wentworth Police Services

(ii) Community Representatives:

- (1.) Two Rooming House Tenants
- (2.) Member of the Food and Shelter Committee
- (3.) Member of the Roomers and Boarders Committee
- (4.) Member of Housing Help Centre/THIAC
- (5.) A Landlord
- (6.) Member of McQueston Legal Clinic
- (7.) Community Representative At-Large
- (8.) Representative from the Health Rights Coalition and United Disabled Consumers

(iii) Municipal Representatives:

- (1.) One Representative of Finance and Administration Committee - City of Hamilton
- (2.) One Representative of Health and Social Services Committee - Region of Hamilton-Wentworth

(c) That the City Clerk liaise with the Regional Clerk on the procedures to be followed on the selection and appointment of the above-noted representatives; and,

(d) That the Task Force attempt to report back to the appropriate committees and Councils within three months.

**6. HAMILTON SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS
- Requested Report - Information from other municipalities regarding decisions on the classification of Vietnamese Pot Bellied Pigs.**

The Committee was in receipt of an Information Report from the Hamilton S.P.C.A., respecting the Vietnamese Pot Bellied Pigs.

Alderman Drury, who had requested that this matter be placed before the Committee several meetings ago, further requested that this matter be tabled to the September meeting of the Committee in order that he can invite a Delegation to attend and speak to this issue. Accordingly, the Committee agreed that this matter would be tabled to the September 23 meeting of the Committee.

**7. CORRESPONDENCE - ASSOCIATION OF CANADIAN CLUBS
- Request for a grant of \$500. for the purchase of a plaque to be installed on the Pigott Building commemorating the location of the first Canadian Club meeting.**

The Committee was in receipt of a request letter from Mr. Filer, Chairman, Centennial Conference for a grant in the amount of \$500. for the Hamilton Canadian Club to purchase a bronze commemorative plaque.

The Committee approved the following:

- (a) That a grant in the amount of \$500. be approved for the Hamilton Canadian Club to purchase a bronze commemorative plaque to be erected on the Pigott Building in recognition of the building being the location of the first meeting in 1893 of the Canadian Club; and,
- (b) That funding for this expenditure be charged to the General Grants Account.

9. DIRECTOR OF PROPERTY

(a) Requested Information Report - Commonwealth Square - Sign.

The Committee was in receipt of a requested Information Report from the Director of Property, respecting the Sign at Commonwealth Square.

Discussion ensued with respect to this matter and it was agreed that the Committee should investigate the possibility of renaming Commonwealth Square and it was agreed that any proposed names should be submitted to the Chief Administrative Officer and compiled in an Information Report back to the Committee for consideration.

Note: Mayor Morrow opposed.

(b) Lease - Part of Copps Coliseum (101 York Boulevard) to 752413 Ontario Limited and Champions Fitness Ltd. (Gene Kay and Michael Watson) carrying on business as Champions Family Fitness Centres.

The Committee was in receipt of a report from the Director of Property dated 1993 August 17, respecting the above noted matter.

Discussion ensued with respect to this recommendation and it was indicated to the Committee by the Director of Property that Champions has not agreed to this particular lease amount.

The Committee approved the following:

- (a) That the City of Hamilton lease 1,900 square feet of the mall level portion of Copps Coliseum to 752413 Ontario Limited and Champions Fitness Ltd. (Gene Kay and Michael Watson), carrying on business as Champions Family Fitness Centres, subject to the following terms and conditions:

Property: North-East quadrant of retail mall level
Copps Coliseum, 101 York Boulevard

Area: 1,900 square feet

- (i) Term:
 - (1.) Ten (10) Years
Commencing 1993 October 1
Terminating 2003 September 30
 - (2.) If at any time during the lease the Lessor requires the leased space for use as part of a N.H.L. hockey franchise, then upon ninety (90) days written notice, this lease will be automatically terminated.

- (3.) If the Lessor exercises its rights under paragraph (2.) above, then the Lessor will reimburse the Lessee for the costs of the tenant improvements based on a sliding scale reduction of 10% of said cost for every year of the lease that has been completed. Prior to the commencement of the lease, the estimate of the cost of the tenant improvements will be provided by the Lessee and incorporated into the lease agreement.
- (ii) Rental Rate:
- (1.) For the first five (5) years \$4. per square foot (NET), \$7,600. annually, \$633.33 per month, plus G.S.T.;
- (2.) Second five (5) years rental rate to be negotiated six (6) months prior to end of first five (5) year term;
- (3.) First and last month's rent to be received prior to execution of lease.
- (iii) Operating Costs: Lessee to pay all operating costs associated with leased space (taxes, hydro, heat and air).
- (iv) Option to Renew: At the sole discretion of the Lessor, a five (5) year renewal will be granted if requested by the Lessee, provided all terms of the lease being complied with, and six (6) months prior to the expiry of the initial term, the new rental rate is agreed upon, other terms and conditions (except no renewal clause) to remain the same.
- (v) Tenant Improvements: The Lessee is responsible, at its own cost,
- (1.) to install all tenant improvements;
- (2.) to construct an opening in the wall between Lloyd D. Jackson Square and Copps Coliseum; and
- (3.) to construct a plenum (if necessary) along the north side of the leased space, in order to draw air from the common corridor of the retail mall level of Copps Coliseum.
- All construction drawings (meeting all code requirements) must be submitted to and approved by the Lessor prior to construction.
- All work to be carried out in a good workmanlike manner meeting all code requirements.
- The first six (6) months are a free rent period to assist in Tenant's construction costs associated with the renovations required.

- (vi) Special Conditions:
- (1.) That Second Phase Civic Square Limited, Lessee of Phase II, Civic Square,
 - (a) grant 752413 Ontario Limited and Champions Fitness Ltd. its approval to the alterations for the opening in the exterior wall of the premises of Second Phase Civic Square to be carried out by 752413 Ontario Limited and Champions Fitness Ltd.; and
 - (b) confirm to the City that 752413 Ontario Limited and Champions Fitness Ltd. has fulfilled its requirements regarding the alterations.
 - (2.) That the tenant be required to file with the City during construction of the alterations, a Letter of Credit for 100% of the value of the alterations to the wall of the Coliseum.
 - (3.) That the Lessee, prior to the end of the term and at its own cost, shall (1) remove all alterations, decorations, additions or improvements in or on the leased premises as the Lessor may require to be removed, and (2) restore the opening between the leased premises and Jackson Square to its original condition.
 - (4.) That the proposed lease with 752413 Ontario Limited and Champions Fitness Ltd. shall also terminate prior to its expiry in the event that its lease of adjacent premises from Second Phase Civic Square Limited expires or terminates early.
 - (5.) That the Lessee shall not have a right to assign or sublet this lease unless the City grants its approval and the third party enters into a lease assumption agreement satisfactory to the City.
 - (6.) Mr. Gene Kay and Mr. Michael Watson will personally guarantee the lease and its terms for the first three (3) years of the lease.
- (b) That the Director of Property, Co-ordinator, Lloyd D. Jackson Square, be directed to apply to the Minister of Municipal Affairs and to C.M.H.C. for approval of the proposed lease; and,
 - (c) That the Mayor and City Clerk be authorized and directed to execute the lease and related agreements in a form satisfactory to the Director of Property, H.E.C.F.I, and the City Solicitor.

Note: Alderman Copps opposed.

(c) Option to Purchase - Hamco Heating and Cooling Ltd., formerly Hamco Heating Sales Ltd., 11 Ferguson Avenue North - Parking Purposes.

The Committee was in receipt of a report from the Director of Property dated 1993 August 18, respecting the above noted matter and approved the following:

- (a) (i) That an Option to Purchase, executed by Hamco Heating & Cooling Ltd., formerly Hamilton Sales Ltd. (Lawrence E. Vasilak, President), on 1993 August 4, and scheduled for closing on or before 1993 October 22, for the purchase of a parcel of vacant land situated at 11 Ferguson Avenue North, more particularly described as being composed of Lot 31, Daniel Kelly Survey, Registered Plan No. 38, comprising 470.68 square metres (5,066.6 square feet) more or less, with frontage along the west side of Ferguson Avenue North of 11.0886 metres (36.38 feet) more or less, having a depth along the northerly and southerly boundaries of 42.672 metres (140.0 feet) more or less, and having a rear measurement of 10.973 metres (36.0 feet) more or less, be approved and completed and the purchase price of \$111,465. be charged to Account No. CF 5698 909245002 (Land Acquisition - for Parking Purposes - General); and,
- (ii) That the Option to Purchase be subject to the following conditions:
- (1.) The Purchaser satisfying itself on or before 1993 August 24, that soil tests are conducted satisfactory to it; and,
 - (2.) That the final purchase price shall be calculated at a rate of \$22. for each square foot of land purchased as defined by the aforesaid Registered Reference Plan. This may result in an upward or downward adjustment to the approximate purchase price of \$111,465; and,
 - (3.) That this Option to Purchase Agreement is subject to the approval of the Board of Directors of the Hamilton Parking Authority and City Council on or before 1993 September 7.
- (b) That the Mayor and City Clerk be authorized and directed to execute the necessary documents.

10. CITY CLERK

(a) Policy for the use of City Hall Meeting Rooms.

The Committee was in receipt of a report from the City Clerk dated 1993 August 18, respecting the above noted matter.

Discussion ensued with respect to this matter and Alderman Agostino made a motion to "give priority" rather than "restrict" for outside meeting groups. However, no seconder was obtained for his motion.

The Committee then approved the following:

That the use of Committee Rooms at City Hall be restricted to activities associated with or sponsored by City Council, a Civic Department or Committee of Council.

Note: Alderman Agostino opposed.

(b) Policy on the processing of resolutions received from other municipalities.

The Committee was in receipt of a report from the City Clerk dated 1993 August 19, respecting the above noted matter.

Some discussion ensued with respect to this issue and the Committee approved the following:

That the City of Hamilton adopt a policy of not dealing with resolutions received from municipalities outside of the Hamilton-Wentworth Region, but rather referring them to the appropriate Federal or Provincial Association for its collective deliberations, as follows:

- (a) That resolutions received for endorsement from municipalities outside of the Hamilton-Wentworth Region be acknowledged by the City Clerk with the advice that resolutions received from outside of the Hamilton Wentworth Region are referred to the appropriate Federal or Provincial Association for disposition; and,
- (b) That the City Clerk refer resolutions dealing with Provincial matters to the Association of Municipalities of Ontario for consideration; and,
- (c) That the City Clerk refer resolutions dealing with matters of a national or international significance to the Federation of Canadian municipalities for consideration; and,
- (d) That resolutions received from municipalities within the Hamilton-Wentworth Region be referred by the City Clerk to the appropriate Committee for consideration; and,
- (e) That resolutions initiated by Hamilton City Council be referred to the appropriate Minister(s) of the Senior Government(s) involved, with copies being sent to the relevant municipal association(s), and to the local members of the Federal or Provincial Parliaments, where appropriate; and,
- (f) That all resolutions received from municipalities outside of the Hamilton-Wentworth Region be forwarded to members of City Council for information.

Note: Alderman Copps and Alderman Agostino opposed.

11. CITY SOLICITOR - Requested Information Report - Use of Personal Vehicles for City Business - Insurance/Liability.

The Committee was in receipt of a Requested Information Report from the City Solicitor dated 1993 August 19, respecting the above noted matter. The Information Report indicates that "in the event of an accident, the owner of the vehicle involved is primarily responsible for any determined liability".

The Committee agreed to receive this document for information purposes.

12. TREASURER - Funding - Additional Cost - Hamilton Tennis Club.

The Committee was in receipt of a report from the Treasurer dated 1993 August 25, respecting the above noted matter and approved the following:

- (a) That as referred to in Section 15 of the Fifteenth Report for 1993 of the Parks and Recreation Committee, the added net cost to complete the construction of a new Club House for the Hamilton Tennis Club due to retendering, in the amount of \$111,000., be financed from the Reserve for Capital Projects, Centre 00203; and,
- (b) That the total estimated gross cost of the project be revised to \$486,000. to reflect the added cost.

13. DIRECTOR OF PUBLIC WORKS - Replacement of 1986 GMC Versalift 6021.

The Committee was in receipt of a report from the Director of Public Works dated 1993 July 19, respecting the above noted matter and approved the following:

- (a) That vehicle 6021, a 1986 GMC Versalift, Telescopic Aerial Device be replaced at an estimated cost of \$70,000. and financed from the Reserve for Replacement of Mobile Equipment, Centre 00101; and,
- (b) That a 1983 GMC Stake Dump, unit 9221, and two 1982 Ford 340 Tractors, units 9548 and 9549, which would have been replaced at an estimated cost of \$80,000., not be replaced at this time.

14. COMMISSIONER OF HUMAN RESOURCES

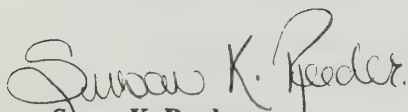
- (a) Reclassifications - City Clerk's Office.
- (b) Reclassifications - Public Works Department.
- (c) Staff Reorganization - Public Works Department.

The Committee was in receipt of the above noted reports from the Commissioner of Human Resources and in the interest of time agreed that these matters should be tabled to the 1993 September 23 meeting.

16. ADJOURNMENT

There being no further business, the meeting then adjourned.

Taken as read and approved,



Susan K. Reeder
Secretary
1993 August 26

ALDERMAN D. ROSS, CHAIRPERSON
FINANCE AND ADMINISTRATION COMMITTEE

Tuesday, 1993 August 31
6:30 o'clock p.m.
Room 233, City Hall

The Finance and Administration Committee met in special session.

Present: Alderman D. Ross, Chairperson
Alderman B. Charters, Vice-Chairperson
Mayor R. M. Morrow
Alderman T. Cooke
Alderman V. J. Agro
Alderman D. Drury
Alderman G. Copps
Alderman D. Agostino
Alderman T. Anderson

Also Present: Alderman B. Morelli
Alderman D. Wilson
Alderman M. Kiss
Mr. J. G. Pavelka, Chief Administrative Officer
Ms. Noé Johnson, City Solicitor
Mr. J. J. Schatz, City Clerk
Mr. A. Ross, City Treasurer
Mr. M. Watson, Property Department
Mr. T. Bradley, Manager of Purchasing
Mr. J. Johnston, Commissioner, Human Resources
Mr. C. Nolan, Hamilton Construction Association
Mr. K. C. Christenson, Acting Secretary

1. **CHIEF ADMINISTRATIVE OFFICER AND CITY SOLICITOR**

Municipal Construction Contracts - Local Labour Forces

The Committee was in receipt of a report dated 1993 August 27 from the Chief Administrative Officer and the City Solicitor respecting the above-noted subject.

The Committee agreed to permit Mr. Cam Nolan of the Hamilton Construction Association to appear as a delegation respecting this issue.

Mr. Nolan addressed the Committee with his concerns respecting the tendering process and suggested that the specific changes noted in the background of the report be included within the recommendation to be presented to City Council. Mr. Pavelka spoke to the issue and stated that the report evolved from meetings with representatives of the local construction industry.

Ms. Noé Johnson stated that a team of City and Regional staff were looking at updating construction specifications. She stated that two issues were being discussed: 1. Updating the general and engineering specifications and 2. Amending the tender award process to ensure the inclusion of local content at the general and/or sub-contractor's level.

Following a brief discussion, it was moved by Alderman Agro, "that staff be directed to make more specific recommendations on the issue of municipal construction contracts on the local labour force". There was no seconder.

Following further considerable discussion, the Committee approved the following amendment to the recommendation:

- (b) That prior to the implementation of the "municipal construction contracts - local labour forces" policy, input and suggestions be solicited from the appropriate local agencies and groups".

Subsequently, the Committee approved an additional amendment:

- (c) That Staff be directed to report back on the issue of other municipalities which have discriminated against the hiring of the local construction industry due to restrictive policies.

The Committee then approved the following recommendation as amended:

- (a) That Staff involved in the drafting of, or contracting out for, General and Engineering Specifications on City Projects ensure that wherever possible the needs of the Municipality are met and the benefits to the community are optimized; and,
- (b) That prior to the implementation of the "municipal construction contracts-local labour forces" policy, input and suggestions be solicited from the appropriate local agencies and groups; and,
- (c) That staff be directed to report back on the issue of other municipalities which have discriminated against the hiring of the local construction industry due to restrictive policies.

***Alderman Agostino recorded as opposed.**

2. **CHIEF ADMINISTRATIVE OFFICER -**
CITY HALL CLOSURE - FRIDAY, 1993 SEPTEMBER 3

The Committee was in receipt of an information report dated 1993 August 31 from the Chief Administrative Officer respecting the City Hall closure - Friday, 1993 September 3. The Committee approved that the item be received.

3. **ADJOURNMENT**

There being no further business, the meeting then adjourned.

Taken as read and approved,

ALDERMAN D. ROSS, CHAIRPERSON
FINANCE AND ADMINISTRATION COMMITTEE

Kevin C. Christenson
Acting Secretary

1993 August 31

CITY OF HAMILTON
- RECOMMENDATION -

B. (i)

DATE: 1993 August 26

REPORT TO: Mrs. Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Mr. Allan C. Ross,
Treasurer

SUBJECT: Tax applications processed under Section 443,
Subsection (5) of the Municipal Act, Chapter 45
Statutes of Ontario, 1990

RECOMMENDATION:

That realty and business tax applications processed under Section 443 of the Municipal Act, Chapter 45 Statutes of Ontario, 1990 in the amount of \$58,720.27 be approved and charged to CH53307-24104 Tax Remissions.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Allan C. Ross

N/A

See above recommendation

BACKGROUND:

In accordance with Section 443, Subsection (5) of the Municipal Act, R.S.O., 1990, this Section provides for the Municipality a means whereby Municipal Councils may approve tax refunds due to clerical errors in the Assessment Roll. The period for application is limited to two years preceding the date of application.

Such applications are only valid and therefore may only be heard and approved by Council providing that certain prior conditions are met; most importantly that all applications must be confirmed and approved by the Regional Assessment Commissioner.

As much as the Regional Assessment Commissioner has confirmed and approved these appeals, it is felt that the above recommendation is justified.

City of Hamilton
Treasury

"443" APPLICATIONS

A - Out of Business	E - Overcharged (Clerical Error)
B - Reduced Space	F - Undercharged (Clerical Error)
C - Fire, Demolition, Otherwise	G - Tax Exempt
D - Non-Residential to Residential Conversion	

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REALTY

Application Number	Roll Number	Appeal Year	Reason for Appeal	Tax Cancellation
20951	020 1307 3840	1991	E	236.18
20953	010 1035 2220	1991	E	866.87
20954	030 2230 2980	1991	C	197.44
20955	030 2240 1420	1991	C	O
20991	030 2730 0040	1991	D	2,498.94
20993	030 2240 1420	1990	C	O
20996	020 1545 5190	1991	G	6,587.07
20997	040 3125 8270	1991	B & D	325.00
21004	010 0410 8180	1991	G	7,209.17
21010	070 8830 0650	1991	G	770.31
10290	070 6440 7000	1991	G	862.78
10395	010 0550 1690	1991	D	1,919.84
16924	050 5350 0050	1991	C	39.11
16925	010 0750 0160	1991	E	657.04
16937	081 0310 3630	1991	G	829.80
17318	040 3135 2830	1990	E	283.97
17319	040 3135 2830	1991	E	698.39
17321	010 0210 2250	1991	G	506.61
17328	010 1040 2950	1991	C	94.40
17329	010 1040 2950	1990	C	45.79
17330	050 4720 3524	1991	E	92.89
17334	080 9120 0760	1991	C	O
17337	040 3310 6390	1991	C	17.77
20995	010 1060 8000	1991	E	275.10

TOTAL REALTY	25,014.47
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City of Hamilton
Treasury

"443" APPLICATIONS

A - Out of Business
B - Reduced Space
C - Fire, Demolition, Otherwise
D - Non-Residential to Residential Conversion
E - Overcharged (Clerical Error)
F - Undercharged (Clerical Error)
G - Tax Exempt

BUSINESS

Application Number	Roll Number	Appeal Year	Reason for Appeal	Tax Cancellation
20950	070 6810 7540 0181	1991	A	73.30
20952	020 1312 1000 0201	1991	A	14.44
20957	040 3040 0400 0020	1991	A	89.24
20992	020 1520 0010 1087	1990	A	81.31
21002	040 3125 8270 0020	1991	B	650.40
21003	030 2145 1420 0020	1991	A	1,084.28
21007	030 2730 0040 0060	1991	B	9,930.31
21008	020 1520 0010 1087	1991	A	652.61
21009	070 6810 7540 0180	1991	A	281.62
21011	060 7210 5750 0030	1991	B	246.69
21012	060 7210 5750 0040	1991	B	O
21013	060 7210 5750 0040	1991	A	O
17323	020 1210 2550 0120	1991	A	233.24
17324	020 1210 2550 0080	1991	A	224.17
17326	030 2635 2620 0010	1990	B	935.68
17327	030 2635 2620 0010	1991	B	136.70
17331	030 2310 0130 0020	1991	A	4,320.85
17332	020 1515 0100 0020	1991	A	1,902.18
17333	020 1310 6750 0100	1991	A	8,455.42
17335	050 3910 3060 0010	1990	B	2,290.93
17336	050 3910 3060 0010	1991	B	2,367.12

TOTAL BUSINESS 33,705.80

TOTAL ADJUSTMENT 58,720.27

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1993 August 26
DJW/ce

CITY OF HAMILTON
- INFORMATION -

B (ii)

DATE: 1993 September 14

REPORT TO: Susan Reeder, Secretary
Finance and Administration Committee

FROM: Allan C. Ross
Treasurer

SUBJECT: Status of Unclassified Revenue and Expenditures as at
August 31, 1993

BACKGROUND:

Attached are the analyses of the Unclassified Revenue account and the Unclassified Expenditures account as at August 31, 1993.

<u>for the year ended 1992</u>		<u>Description</u>	<u>Budget</u>	<u>Actual to date</u>	<u>Balance Available (to come)</u>
<u>Budget</u>	<u>Actual</u>				
\$(50,000.00)	\$ (67,967.52)	Unclassified Revenue	\$(50,000.00)	\$(27,906.43)	\$(22,093.57)
65,000.00	75,583.18	Unclassified Expenditures	70,100.00	53,987.64	16,112.36

It should be noted that the Unclassified Expenditures 1993 budget was increased by \$5,100.00 over 1992, to \$70,100.00, due to a transfer from operating accounts for various agencies' meetings.

These accounts are forwarded to this Committee on a monthly basis for the information of the members.

Allan C. Ross

KL:kl
Attachment

CITY OF HAMILTON
TREASURY

UNCLASSIFIED REVENUE
AS AT AUGUST 31, 1993

CENTRE NUMBER:CH 24201
Appropriation: \$ 50,000.00

COMMISSIONS:

Bell Telephone	3,246.05
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SALES:

Photocopier Revenue	2.30
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MISCELLANEOUS:

Cheques Written Off/Reinstated	(665.96)
Witness Fees	245.00
Sales Tax	173.47
Other Revenues	1,617.46
Absences Various Locals	23,288.11

Total Revenue To Date	27,906.43
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Less: Appropriation	50,000.00
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Balance Available (To Come)	(22,093.57)
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CITY OF HAMILTON
TREASURY

UNCLASSIFIED EXPENDITURES
AS AT AUGUST 31, 1993

Centre Number: CH 24210

Appropriation: \$ 70,100.00

LUNCHEONS, DINNERS, SANDWICHES, COFFEES, ETC.

City Council	2,086.66
Finance and Administration Committee	2,269.29
Parks and Recreation Committee	1,255.56
Planning and Development Committee	802.66
Transport and Environment Committee	998.03
Crystal Palace Subcommittee	315.25
Hamilton Historical Board	981.64
Citizen Advisory	718.16
Urban Design Subcommittee	365.43
Committee of Adjustment	480.64
Sesquicentennial Celebration Committee	56.56
CAIP Subcommittee	77.93
L.A.C.A.C.	1,221.80
Non Profit Housing	237.98
Hamilton Housing Corporation	60.34
License Subcommittee	485.80
Farmers Market Subcommittee	542.72
English Subcommittee	74.15
French Subcommittee	435.35
Taxi Advisory Committee	277.89
Insurance Advisory Subcommittee	135.79
Property Standards Subcommittee	24.20
Current Budget Subcommittee	142.48
Mundialization Committee	645.12
Football Hall of Fame	1,141.70
Management Team	1,617.40
Canusa Games Committee	795.67
Civic Charity Committee	32.65
Hamilton Arts Award	1,898.50
One Tier Review Committee	49.51

Total Committee Expenditures

20,226.86

Continued on Page 2

CITY OF HAMILTON
TREASURY

UNCLASSIFIED EXPENDITURES
AS AT AUGUST 31, 1993

MISCELLANEOUS

Collection Agency Fees	395.00
Bell Telephone – Misc.	18.00
Flowers & Wreaths	246.97
Parking and Cab expenses	164.00
Hydro Charges – Road Sign	120.88
C.N.R. & C.P.R. Realty Tax	1,165.48
Corporate Challenge	2,615.03
ISC Paper Recycling Canada	5,798.90
Blast–Off for United Way	24.72
Francophone Association Membership	700.00
Great Lakes–Int. Joint Committee	5,462.30
City Hall Open House	150.00
Room rentals and meeting expenses – Various Boards	4,581.45
– Assessment Review Board	3,825.00
– Management Team	5,270.23
– Committee of the Whole	3,210.42
Miscellaneous	12.40
Total Miscellaneous Expenditures	33,760.78
Total Expenditures	53,987.64
Less: Appropriation	70,100.00
Balance Available	16,112.36

Copy sent to S. Thompson, Manager, Legislative Division,
City Clerks Department; S. Glover, Legislative Assistant,
City Clerks Department and Greg Maychak, Co-Ordinator of Programming,
Culture and Recreation Department - 1993 September 16th".

CITY OF HAMILTON

- INFORMATION -

B.
(iii)

DATE: 1993 September 14

REPORT TO: Susan Reeder, Secretary
Finance and Administration Committee

FROM: Allan C. Ross
Treasurer

SUBJECT: Status of Hosting, Receptions and Related Accounts as at August 31, 1993

BACKGROUND:

Attached are the following analyses of accounts related to hostings and receptions as at August 31, 1993.

<u>for the year ended 1992</u>			<u>to August 31, 1993</u>		
<u>Budget</u>	<u>Actual</u>	<u>Description</u>	<u>Budget</u>	<u>Amount Spent & Committed</u>	<u>Balance Available</u>
\$16,000.00	\$17,354.37	Hosting of Conferences with Municipal Subject Content	\$16,000.00	\$ 0	\$16,000.00
10,000.00	9,483.69	Receptions - City Hall	10,000.00	3,277.93	6,722.07
40,000.00	32,177.46	Special Civic Receptions and Delegation Hosting	40,000.00	43,293.06	(3,293.06)
15,000.00	20,968.74	Civic Pins, Medals and Rings	15,000.00	12,957.43	2,042.57
		Use of City Hall			
<u>3,910.00</u>	<u>7,622.00</u>	- Outside Groups	<u>7,620.00</u>	<u>4,106.43</u>	<u>3,513.57</u>
<u>\$84,910.00</u>	<u>\$87,606.26</u>		<u>\$88,620.00</u>	<u>\$63,634.85</u>	<u>\$24,985.15</u>

These accounts are forwarded to this Committee on a monthly basis for the information of the members.

Allan C. Ross

KL:kl
Attach.

City of Hamilton
 HOSTING OF CONFERENCES WITH MUNICIPAL SUBJECT CONTENT
 Account CH 55307 80040
 for the period ended August 31, 1993

COUNCIL MEETING -----	DESCRIPTION -----	AMOUNT \$ -----	TOTAL \$ -----
	No transactions to—date		

	Total Actual Expended and Committed to date		0.00
	LESS: Appropriation		16,000.00 -----
	Balance Available		16,000.00 =====

City of Hamilton
 RECEPTIONS – CITY HALL
 Account CH 55313 84010
 for the period ended August 31, 1993

DATE	DESCRIPTION	AMOUNT \$
93/01/28	Mayor's Office	58.16
93/02/05	125 Medal Presentation	53.28
93/02/15	Black History Month Proclamation	25.30
93/02/16	Visit of General from France	27.59
93/03/03	Mayor's Office	7.77
93/03/12	World Day of Prayer	137.09
93/03/31	Mayor's Office	15.54
93/04/01	Delegation from Canton China	7.77
93/04/08	Birmingham Divisional Youth Band	300.70
93/04/14	Mayor's Office	22.87
93/04/20	Visit of Honorable A. Pilkey	18.97
93/04/21	Gordon Price Elementary Students	39.68
93/04/28	Premier's Visit	209.84
93/04/28	Labour Council Day of Mourning	278.28
93/05/01	Canadian Polish Congress	410.70
93/05/02	Max Rothman Humanitarian Awards	542.79
93/05/16	Secondary School Oratorical Final	102.01
93/05/17	High School of Japan	131.54
93/05/19	Shrine Proclamation	37.41
93/05/25	Mayor's Office	74.93
93/05/28	Boy Scout	7.33
93/05/30	Father Burns High School – Oratorical	80.03
93/06/02	PBX Proclamation	15.10
93/06/05	Lusofest	251.58
93/06/07	Mayor's Office	15.54
93/06/15	Mayor's Office	16.21
93/06/18	Mayor's Office	15.54
93/06/23	Boris Brott Summer Music Festival	227.41
93/06/28	Mayor's Office	12.10
93/07/05	Mayor's Office	11.66
93/07/22	Japanese Delegation	74.37
93/07/26	World Judo Meeting	15.54
93/07/27	Nelom Fukushi University Students	33.30
Total Actual Expended to Date		3,277.93
LESS: Appropriation		10,000.00
Balance Available		6,722.07

City of Hamilton
SPECIAL CIVIC RECEPTIONS AND DELEGATION HOSTING
Account CH 55314 84010
for the Period Ended August 31, 1993

COUNCIL MEETING	DESCRIPTION	AMOUNT \$	TOTAL \$
93/01/26	Hosting of Edmund C. Bovey Municipal Clinic and Ontario Regional Meeting – February 27,28, 1993	2,785.78	
–	Special Foreign Dignitaries – Luncheon April 16, 1993	1,749.00	
–	Services rendered – Premier's Visit April 27, 1993	300.00	
93/04/28	The Canadian Country Music Association Start up costs for Country Music Week September 16 – 19, 1993	20,000.00	
–	International Delegation – 1992 Sheraton Hamilton Hotel	320.55	
–	The Hamilton Club P.R.C. Ambassador – April 14, 1993	933.25	
–	Japan Delegation – Function Hamilton & District Chamber of Commerce	284.92	
–	Sheraton Hamilton – May 27, 1993	203.06	
93/05/11	3rd Annual Steel City Senior Bowl Start up costs – Post-game reception	500.00	
92/12/8	Hamilton Air Show – June 19, 1993	8,500.01	
–	Hamilton Place Hamilton Ballet Youth Ensemble – June 6, 1993	500.00	
93/06/29	Canadian Club of Hamilton Publication of a Commemorative Programme Book for the National Convention of Canadian Clubs – September 23–25, 1993	500.00	
–	Reception for the Tchaikovsky Conservatory – June 19, 1993 Bach Elgar Choir	500.00	
–	Canusa – 200 Ti-Cat Football Tickets	1,000.00	
–	HSR Charters from Hamilton to Holy Spirit Retreat Centre July 8, 1993	283.50	
–	Hamilton Convention Centre – July 6, 1993 Reception – World University Soccer	4,232.99	
–	Hamilton Place Tickets 20th Anniversary – September 29, 1993	700.00	
	Total Expended	-----	43,293.06
	LESS: Appropriation		40,000.00
	Balance Available		(3,293.06) =====

City of Hamilton
CIVIC PINS, MEDALS AND RINGS
Account CH 56126 84010
for the period ended August 31, 1993

DATE	DESCRIPTION	AMOUNT \$
-----	-----	-----
93/01/15	2-GF Civic Champs pinette & 2 Boxes	57.43
	Total Actual Expended to Date	----- 57.43
	ADD: Commitments	
	Civic Awards outstanding from September 1991 to present	10,510.50
	Jostens Canada - 150 Silver Pins with Velvet Boxes	2,389.50
	Adjusted Total	----- 12,957.43
	LESS: Appropriation	15,000.00

	Balance Available	2,042.57 =====

City of Hamilton
USE OF CITY HALL – OUTSIDE GROUPS
Account CH 55222 10034
for the period ended August 31, 1993

DATE	DESCRIPTION	AMOUNT \$
-----	-----	-----
93/02/07	Caribbean Potpourri and Mundialization	469.86
93/03/07	Womens Centre of Hamilton	120.14
93/03/27	Labour Council	215.22
93/04/16	Heaven Piano Co. – Tuning Piano – 1st Floor	176.49
93/04/17	March For Jesus	64.57
93/04/24	Peace Run	67.58
93/04/25	Ride To Beat Cancer	229.63
93/04/28	Sound System for "Day of Mourning"	205.35
93/05/02	Polish Congress Celebration	96.91
93/05/02	Max Rothman Awards	283.29
93/05/09	Royal Canadian Legion Convention – Reviewing Stand	346.00
93/05/16	High School Oratorical Contests	234.96
93/05/16	Hamilton Aids Network	240.27
93/05/22	Property & Maintenance Overtime	90.10
93/05/29	Boy Scout Parade – Reviewing Stand	649.23
93/06/05	Luso Canadian Council	222.26
93/06/19	Dad's Day	67.58
93/06/19	Racalmutese Religious Festival	326.99

	Total Actual Expended to Date	4,106.43
	LESS: Appropriation	7,620.00

	Balance Available	3,513.57
		=====

CITY OF HAMILTON
- RECOMMENDATION -

B.
(iv)

DATE: 1993 September 14

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Allan C. Ross
Treasurer

SUBJECT: Proposed Construction of Concrete Alley between
Fairfield Avenue North and Paling Avenue from
Britannia Avenue to the North Limit of 226 Fairfield
Avenue North and 255 Paling Avenue

RECOMMENDATION:

That the City Solicitor be authorized to prepare an appropriate By-Law to construct an alley between Fairfield Avenue North and Paling Avenue from Britannia Avenue to the north limit of 226 Fairfield Avenue North and 255 Paling Avenue under the Local Improvement Act at an estimated cost of \$20,000, with a City's share of \$8,924 to be financed from the Reserve for Capital Projects (Account Centre No. CH 00203) and the balance of \$11,076 being the Owner's share to be financed by the issuance of debentures for a period not to exceed 20 years. It is further recommended that application be made to the Regional Municipality of Hamilton-Wentworth to issue debentures in the amount of \$11,076 for a term not to exceed 20 years for the above project.

Allan C. Ross

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

The 1993 Capital Budget includes a provision for the City's share of Local Improvements in the gross amount of \$600,000 with a Provincial subsidy of \$192,000 and a balance of \$408,000 to be financed from the Reserve for Capital Projects. The City's Share of Local Improvements approved in 1993 including this recommendation, amounts to \$149,841. The issuance of debenture for this project will not exceed the City's prescribed debt limit as outlined in the Municipal Act.

Susan K. Reeder, Secretary
Finance and Administration Committee
1993 September 14 - Page 2

BACKGROUND:

This item is to be considered by the Transport and Environment Committee on 1993 September 20. The details of this project are outlined in the attached letter from D. Lobo, Director of Public Works, dated 1993 September 9.

NRA:jc
Attach.

- c.c. K. Christenson, Secretary, Transport and Environment Committee
D. Lobo, Director of Public Works, Attention: R. Meiers
P. Noé Johnson, City Solicitor, Attention: S. Riley
G.W. Lawson, Treasurer and Commissioner of Finance, Region, Attention: G. Davis

CITY OF HAMILTON
- RECOMMENDATION -

TREASURY	
1993 SEP 14	
ROUTE	REC'D
A.C.R.	
I.R.H.	
N.R.A.	
T.W.D.	
T.B.	
G.D.	
A.N.	

DATE: 1993 September 9

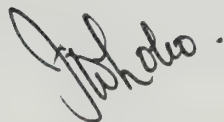
REPORT TO: Mr. D. Lobo
Director of Public Works


FROM: Mr. Kevin Christenson
Secretary, Transport and Environment Committee

SUBJECT: Construction of a Concrete Alley Between Fairfield Avenue North and Paling Avenue from Britannia Avenue to the North Limit of 226 Fairfield Avenue North and 255 Paling Avenue (PW93.1038)

RECOMMENDATION:

- a) That the construction of a concrete alley between Fairfield Avenue North and Paling Avenue from Britannia Avenue to the north limit of 226 Fairfield Avenue North and 255 Paling Avenue proceed as a local improvement pursuant to Section 11 of the Local Improvement Act at an estimated gross cost of \$20,000 with a City's Share of \$8,924 and an Owner's Share of \$11,076 all as provided in the 1993 portion of the 1993 - 2002 Capital Budget; and,
- b) That the Finance and Administration Committee be requested to recommend a source of funding for this Capital Project; and,
- c) That the Commissioner of Transportation/Environmental Services be authorized to construct these works on behalf of the City once all the necessary approval have been received.



 D. Lobo,
Director of Public Works

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

The proposed works are to be rated in accordance with the normal practice. Provision has been made for these works in the 1993 - 2002 Capital Budget. The estimated cost per metre for a concrete alley is \$95. If approved, this project will reduce the balances available in the City's Share to \$450,159 and the Owner's Share to \$460,741.

BACKGROUND:

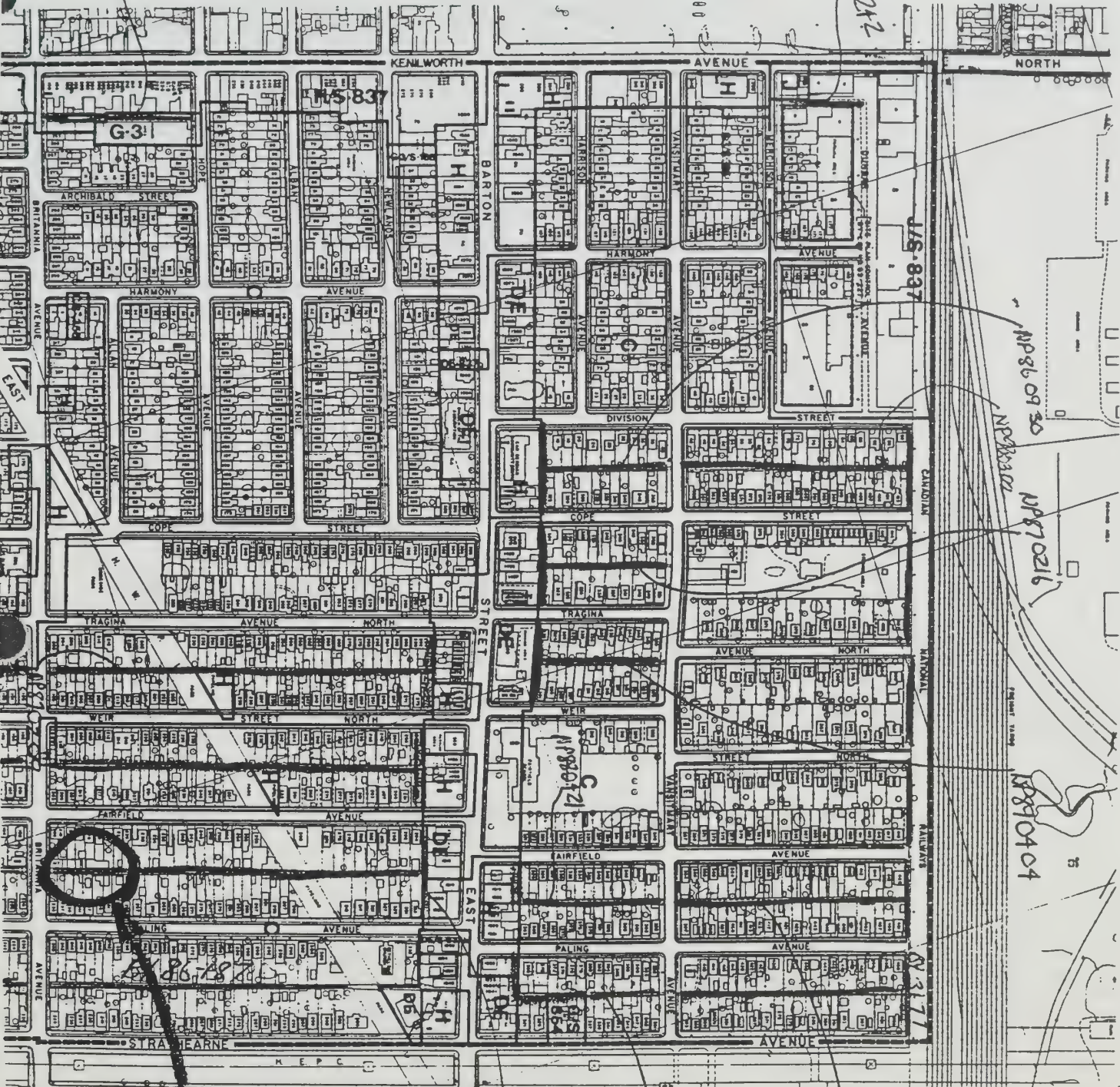
We have received a sufficiently-signed petition from an abutting owner to have the above-noted alley paved under the terms of the Local Improvement Act. (see attached plan)

RPM/bg
Attch.

cc: J. J. Schatz, City Clerk
P. Noe Johnson, City Solicitor
ATTN: S. Riley
A. Ross, City Treasurer
ATTN: N. Adhya
G. W. Lawson, Commissioner of Finance
V. J. Abraham, M.C.I.P., Director of Local Planning
S. Reeder, Secretary, Finance and Administration Committee
D. Y. Onishi, Director of Design and Construction, Roads Department

819146

8172-242



NP86 09 30

NP87 02 16

NP89 04 04

15-837

15-877

8174-236

NP86 09 08

NP88 08 15

Location
of Proposed
Alley Construction

C.

CITY OF HAMILTON
- RECOMMENDATION -

Aug 27 1993

DATE: 1993 August 26

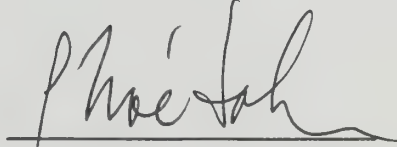
REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: P. Noé Johnson,
City Solicitor

SUBJECT: Amendment to By-law No. 93-151 Respecting Market Hours

RECOMMENDATION:

That the attached by-law be enacted by City Council.


P. Noé Johnson

FINANCIAL/STAFFING/LEGAL IMPLICATIONS: N/A

BACKGROUND:

On May 26, 1992 City Council adopted Section 16 of the 13th Report of the Finance and Administration Committee, recommending that the City Solicitor prepare a by-law to provide for the hours of operation for the Hamilton Farmers' Market. On June 29, 1993, By-law No. 93-151 was enacted.

The attached by-law corrects a typographical error in By-law No. 93-151 with respect to the hours of operation on Fridays.

The Corporation of the City of Hamilton

BY-LAW NO. 93-

To Amend:

Market By-law No. 92-310
As Amended by By-law No. 93-151

Respecting:

MARKET HOURS

WHEREAS the Council of The Corporation of the City of Hamilton passed By-law No. 92-310 on the 8th day of December 1992 to regulate the Hamilton Farmers' Market;

AND WHEREAS the Council of The Corporation of the City of Hamilton in adopting Section 16 of the 13th Report of the Finance and Administration Committee at its meeting held on the 26th day of May 1992 recommended that By-law No. 81-180, as amended, be further amended to change the hours of operation for the Hamilton Farmers' Market.

AND WHEREAS the Council of The Corporation of the City of Hamilton passed By-law No. 93-151 on the 29th day of June 1993 to change the hours of operation for the Hamilton Farmers' Market;

AND WHEREAS it is expedient to amend By-law No. 93-151 to correct a typographical error as hereinafter provided.

NOW THEREFORE the Council of The Corporation of the City of Hamilton enacts as follows:

1. Paragraph 2 of Subsection 5a. (1) of By-law No. 92-310, as amended by Section 1 of By-law No. 93-151, is further amended by repealing and substituting therefor the following:

"2. From 9:00 o'clock in the forenoon to 6:00 o'clock in the afternoon of the same day on Friday; and"

2. In all other respects By-law No. 93-151 is hereby confirmed, unchanged.

PASSED this day of

A.D. 1993

CITY CLERK

MAYOR

CITY OF HAMILTON
- RECOMMENDATION -

D.
(i)

DATE: 1993 September 13

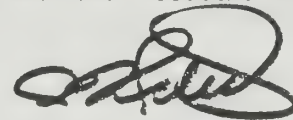
REPORT TO: Mrs. Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Mr. J. J. Schatz
City Clerk

SUBJECT: Extension of Liquor Licence - Cricket's Eatery, 1900
King Street East

RECOMMENDATION:

That approval be given to the action taken by the City Clerk of advising the Liquor Licence Board of Ontario that the City of Hamilton is aware of, and has no objection, to the issuance of an extension of liquor licence permit to Cricket's Eatery located at 1900 King Street East on Sunday, 1993 September 19th from 7:00-11:00 o'clock p.m. for the purpose of holding a fall season "Western Sizzler Night" in conjunction with the Rosedale Business Association.



FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

The Liquor Licence Board of Ontario requires that applicants for extensions of existing liquor licences provide a letter from the City Clerk indicating that the City of Hamilton is aware of, and has no objection, to such an extension.

Cricket's Eatery at 1900 King Street East, applied for this extension for the purpose of holding a fall season "Western Sizzler Night" in conjunction with the Rosedale Business Association on Sunday, 1993 September 19th from 7:00-11:00 p.m.

Both Alderman Agostino and Alderman Eisenberger, the Ward Aldermen, were consulted on this request, and both indicated that they were in support of a letter being sent to the LLBO advising that the City of Hamilton has no objection to the issuance of the extension

Page Two

of liquor licence. As such, this letter was written by the City Clerk and forwarded to the applicant for inclusion with their application for an extension of liquor licence. The City's letter of support does not grant the extension, but rather allows the LLBO to consider the application for approval.

cc Alderman D. Agostino, Ward 5
Alderman F. Eisenberger, Ward 5
Steve Dembe, Manager of Licencing - Attention: Helen Malham

CITY OF HAMILTON
- RECOMMENDATION -

E.

DATE: 1993 September 14

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: D. W. Vyce
Director of Property
Property Department

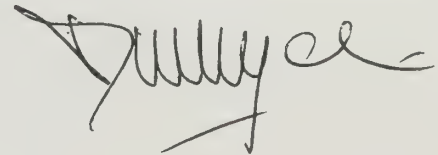
SEP 14 1993

SUBJECT: Closure of Property Department Capital Projects

RECOMMENDATION:

That the City Treasurer be directed to close the following Capital Project accounts with any excess funding to be transferred to its original source of financing:

Capital Centre Number	Project Description	Authorized Gross Cost	Expended/ Committed To Date	Balance Available	Source(s) of Financing
a) 318241001	Energy Conservation Projects-City Hall	\$730,000.00	\$729,783.32	\$216.68	Reserve for Capital Projects and Capital Levy
b) 319141001	Major Maintenance to Civic Buildings	750,000.00	749,851.65	148.35	Debenture
c) 319241002	Major Maintenance to Civic Buildings	300,000.00	299,779.03	220.97	Debenture
TOTAL				\$586.00	



FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

See above recommendation.

BACKGROUND:

The work relating to these projects has been completed and, therefore, the affected accounts can be closed.

JC/dcr

c.c. A. C. Ross, Treasurer
Treasury Department
Attention: N. R. Adhya

R. Swan, Manager
Building Operations and Maintenance Division
Property Department

J. Cerio
Manager of Administration
Property Department

CITY OF HAMILTON
- RECOMMENDATION -

F.

DATE: 1993 September 15

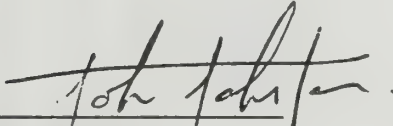
REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Mr. John Johnston
Commissioner of Human Resources

SUBJECT: Appointments To and Terminations From Permanent
Positions with the Corporation of the City of Hamilton
(C-034-093)

RECOMMENDATION:

That the attached listing of Appointments To and Terminations From Permanent positions with the Corporation to September 15, 1993 be approved.



John Johnston

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

BACKGROUND:

Attached.

THE CORPORATION OF THE CITY OF HAMILTON

TERMINATIONS FROM PERMANENT POSITIONS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>DEPARTMENT</u>	<u>REASON</u>	<u>LENGTH OF SERVICE</u>	<u>EFFECTIVE DATE</u>
Mr. Gary Bartlett	Firefighter I	Fire	Retired	31 years, 4 months	Aug. 31/93
Mr. Alberto Felice	Foreman I	Public Works	Retired	29 years, 4 months	Sept. 13/93
Mr. Sabatino Ragonetti	Concrete Finisher	Public Works	Deceased	7 years, 3 months	Aug. 19/93

Prepared September 15/93

Glossary of Terms

Terminated - long term disability
 - discharge
 - downsizing
 - redundant

Resigned - personal betterment
 - personal reasons

THE CORPORATION OF THE CITY OF HAMILTON

APPOINTMENTS TO PERMANENT POSITIONS

<u>NAME</u>	<u>STATUS</u>	<u>CLASSIFICATION</u>	<u>DEPARTMENT</u>	<u>REASON HIRED</u>	<u>SALARY SCHEDULE</u>	<u>EFFECTIVE DATE</u>
Mr. Frank Genovese	I	House Plan Examiner (19-A)	Building	Replacing Mr. D. Pickard - promoted, Aug. 17/92 New Position Council Approved March 21/91	\$36,392.72 to \$42,130.92	Aug. 16/93
Mr. Michael Hunter	I	Forester II (D-20B)	Public Works	Replacing Mr. P. Lecomte - returned to former position, Aug. 11/93 New Position Council Approved January 28/93	\$38,240.80	Aug. 11/93
Mr. Zoran Kristo	I	Customer Service Representative (21-D)	Building	Replacing Mr. G. Robis - promoted, July 17/93 C. Hewitt terminated July 19/93	\$37,883.04 to \$43,825.60	Aug. 16/93

Prepared September 15/93

Status

Internal - I

External - E

THE CORPORATION OF THE CITY OF HAMILTON

APPOINTMENTS TO PERMANENT POSITIONS

<u>NAME</u>	<u>STATUS</u>	<u>CLASSIFICATION</u>	<u>DEPARTMENT</u>	<u>REASON HIRED</u>	<u>SALARY SCHEDULE</u>	<u>EFFECTIVE DATE</u>
Ms. Margaret Reilly	I	Lifeguard II (12-I)	Culture & Recreation	Replacing Mr. B. Broker - promoted, June 28/93 New Position Council Approved May 26/92	\$31,722.08 to \$34,424.00	July 05/93
Mr. Frank Shaw	I	Traffic Signal Foreman/Woman (12B)	Traffic	New Position Council Approved July 27/93	\$36,303.80 to \$47,997.04	Aug. 30/93
Mr. Edwin Zvirbulis	I	Gardener II (D14)	Public Works	Replacing Mr. M. Hunter Transferred to Forester II, May 25/93 New Position Council Approved January 28/93	\$36,052.64	Aug. 16/93

Prepared September 15/93

Status
Internal - I
External - E

CITY OF HAMILTON
- RECOMMENDATION -

G.

DATE: 1993 September 16

REPORT TO: Alderman D. Ross, Chairperson & Members
Finance and Administration Committee

FROM: Susan K. Reeder, Secretary
Finance and Administration Committee

SUBJECT: Information Items

RECOMMENDATION:

That the following Information Items, which have been previously forwarded to members of the Committee under separate cover, be received for information purposes:

- (a) Information Report - Director of Information Systems - 1993 Information Systems Survey Results - report dated 1993 September 14th
- (b) Minutes - Keep Hamilton Clean Committee - meeting of 1993 June 22nd.

Susan K. Reeder

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND;

The above-noted documents have been sent out to members of the Committee and the applicable staff for information purposes, and are being formally presented to the Committee in order to be officially received. Approval of this recommendation to receive these documents will ensure that the circulation procedure following for these matters is recorded.

/SKR

Bubba Beats City Hall

"with a little help from his friends"

by Bethann Hawood



Honey, we don't need a pig walking around the house! That's exactly what my husband Steve said to me when I told him I had a chance to get my dream pet, a mini pot-bellied pig. You see several years ago when everyone else was collecting owls, ducks, and bunnies, I started collecting pigs. They really suited my personality much better, and besides with pigs sitting around everywhere I didn't have to worry about keeping my house so spotless. I have hundreds of little piggies, so naturally I always wanted the real thing.

Just a little over a year ago Steve and I decided to open our flower shop. We came up with the name "Country Gardens." jokingly I said we could get a pot bellied pig and keep him in the shop as our mascot to draw attention. Of course I didn't really think this would happen, but I kept the happy thought in the back of my mind.

You can imagine how excited I was when my friend Sally, who happens to be the proud Mother of "Porky," told me that she knew of a couple who could no longer keep their little piggy, and wanted to sell him. Of course, with just opening a new business, money was very tight, but I took a chance and called them. I had never even met these people, never the less I told them how bad I had always wanted a pet pig, but that there was no way I could afford to buy him. Anyway I explained, just in case you don't find a buyer, I sure would give him a good home, and I knew I already loved him. When I hung up the phone, I really didn't think I would ever hear any more about the pig of my heart.

I nearly fell in the floor when I answered the phone, and Connie Monroe had called to tell me that she and her husband Butch had two buyers, but had decided to give their little piggy to me. Needless to say I was delighted!!!!

I'll never forget the sight of that cute little bundle of joy wrapped in a purple blanket with a pink spot on his nose. My two sons, Jeremie and Zack, and Steve too all fell in love with "Bubba" immediately. He is so cute, and so funny, you can't help but smile when you see him. It didn't take any time at all for Bubba's new Granddaddy (my Daddy) to spoil him rotten. Bubba can be sound asleep, but as soon as he hears Granddaddy's voice, he hops out of his little piggy house and squeals for goodies. It didn't take much time for Bubba to make himself at home either. Even though the rest of us had to make a few adjustments, I think Bubba knew he was here to stay, he had already had three other owners and was only five months old. He quickly chose his corner of the couch, discovered the comforts of sleeping in a waterbed with Zack, and begging food from Jeremie. He also loves bullying our little long-haired terrier, trying to bite the tail feathers of our parrot, and tiptoeing around our cat (she has sharp things on the

end of her feet). The only problem we had was his legs are so short we have to carry him down 18 steps to go to the potty. Bubba also loves to play with our bunnies, when we let them romp about in the shop. He always tries to snatch food from the guinea pigs' cage, and sniffs of the parakeet's cage and gets feathers stuck on his snout.

Bubba is such a people pig that we take him with us almost everywhere we go. Every morning he hops in the van (light as a feather when he wants to be) and off to work we go. I must have had at least one good idea about opening our new business because it was no time at all that rather than just being the new flower shop that had just opened, we were the new shop that had a real pig in it! People started dropping in to meet our new partner left and right. This was great for business!

What a wonderful story! My dream had come true, Bubba was just what we needed to keep us laughing thru the hard times of starting a new business, he had become an important and much loved part of our family. It was just about this time that what at first appeared to be a nightmare began.

I'll never forget the sickening feeling of my heart breaking as one of our local police officers came by the shop and very sympathetically explained to me that a neighbor at home had complained about the 50-lb. hog we had in our back yard, and fact was that Weaverville, North Carolina, like a lot of other towns, had an ordinance against any swine inside the city limits. I would have five days to get rid of my pet or be fined \$50 a day for every day he stayed. Fighting back the tears, I explained to him, in the nicest way I knew how, that I would fight to keep my little piggy, and would not give up. I loved him too much! I knew my neighbor didn't care if I had a miniature pig, she hardly ever saw him since he comes to work with us every day, and is seldom out by himself even though we have a chain link fence. I know she is just a complainer. What I didn't know was that while I was talking with the policeman in the shop, the Chief of Police was at my house visiting with Zack and Bubba. Just one short visit and Bubba won the heart of the Chief as well. It was some relief to hear that later that day he met with our town Mayor and together they decided we could keep Bubba until the Town Council could meet and decide what to do. Now is when the real struggle began.

Together as a family we decided to fight for our new family member. Zack made a petition and went around the neighborhood to get signatures in favor of Bubba, I might add only one neighbor refused to sign. Guess who?! We started a petition at the shop as well telling everyone of our struggle. Word started to spread and one of the best things yet happened. Someone who I

A JOURNAL FOR BREEDERS & PET OWNERS

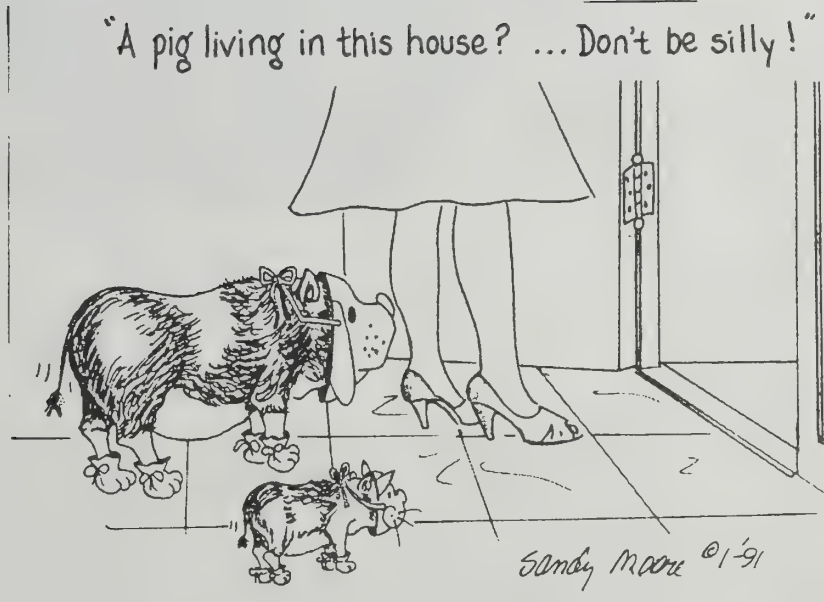
POT-BELLIED PIGS

VOLUME 2 NUMBER 1

DECEMBER 1991 / JANUARY 1992

*A Colorful
Christmas
Special For
People
And
Their Pigs*





A BITTER SWEET VICTORY

By **NANCY WOLFE MILLS**

Einswine Remembers...

Einswine is the name they gave me when I was a little pig just six weeks old. I was brought to Goodyear, Arizona, to live with my family. Goodyear is not far from Phoenix and has a city motto that, "Goodyear is a good place to live." Being a potbellied pig, I always had free time and I spent most of it listening and learning even more than what I already knew. I considered myself a very intelligent pig.

Now more than a year later, I knew something was going on when I heard my mommy at the front door explaining to a man that I was not just a swine, I was a pet potbellied pig. He told her if she would get rid of me in two days that she would not be given a citation. She took the citation, which was six months in jail and a fine up to \$2,500. My parents plead not guilty in court and another court date was set up. Meanwhile they had time to make a request to the City Council to change the city ordinance and allow potbellied pigs.

I was usually asleep early beside Grandma's bed, but I stayed closer to my mommy because it was my way of showing her I cared. I slept night after night by her feet as she typed till the wee hours of



EINSWINE

1st Legal Potbellied Pig in Goodyear, AZ.

Born Dec. 26, 1990

Died Sept. 24, 1992

the morning, stopping to give me a rub and reassure me they were fighting to keep me so I would not have to leave my home. She typed letters to the city manager, the mayor, the city council, zoning, letter after letter and you wouldn't believe all the phone calls she made concerning me. So I would just snuggle up in my blankie by her feet and listen to the word processor and her.

I had been living in this home for a very long time and I was very happy. I had

a nice soft blankie in almost every room. I had made friends with Goldie and Winston, the two Chows that lived here. I liked teasing them and sometimes I ate their food when I got the chance. Goldie guarded their food most of the time, but when she took a break I would make my move. When she caught me she would chase me out the piggy-doggie door, but I would only laugh because I knew she was always too late because I had already eaten it all. Sam, the poodle, was my favorite. He

cuddled up with me often in my blankie. We talked to each other a lot and Sam understood how I looked different and he liked me the way I was.

In the next few months my family kept trying to reassure me everything would be alright. My daddy gave me lots of treats and helped me up on the couch to relax with him sometimes. His sons, John and Joe, spent lots of time going door to door to get names on a petition from people who didn't mind me staying in the neighborhood. Billy, my mommy's son, spent a lot of time with me outside. He helped me in and out of my little swimming pool and would give me vegetables out of the garden. I loved just kicking back under the orange trees in the back yard. I had a life of leisure and I loved it.

Some strangers were coming over to visit me. I guessed from what I heard some of them were newspaper photographers and two were City Council members. One of the City Council members seemed to like feeding me Cheerios. Mr. Lew and Ms. Jackie from across the street came to check me out too and brought me a surprise treat, and other neighbors who didn't even know I existed till now were all curious to see what a potbellied pig really looked like.

The time for the big City Council meeting had finally come and they were going to vote whether I stay in the City or I had to go away. My mommy and daddy had all this paperwork they had got together to take to the meeting. They had petitions signed by the citizens of our town and all kinds of information about potbellied pigs. It was really hard for me to understand and believe all the trouble I was causing. I felt kinda sad, yet happy they were going to speak for me.

When my parents came home from the meeting my mommy was crying and telling Grandma the City Council and Mayor had voted against me. Three Council members voted I could stay and the Mayor and three other City Council members had voted against me. The 4 to 3 vote had lost me my home. If my family kept me over 30 days the fine would be \$100 a day and my mommy would still have to answer to the first citation.

My mommy told me they were still not going to give up. They were going to try and get me on the public ballot in a few months and if I did have to go away it would not be for very long. Grandma was afraid no one else would take care of me the way they did. As I lay on my blankie that night by grandma's bed I was afraid too like grandma that no place could be like my home and I felt tears coming from my eyes.

Nothing seemed the same in the days to follow. I still kicked back under the orange trees and played in my pool, but I was sad and very afraid. One of the City Council members had made the comment, "A pig is a pig and he didn't want one living next door to him and he knew other citizens wouldn't either." So my parents put an Einswine Hotline phone number in our local paper and the citizens called and gave their own opinions. We had way over 200 calls in my favor. So we had a good chance for me to win on the public ballot, but it was six months away till the election. The 30 days were almost up, but my mommy got an extended time for me to stay home, another 20 days. Those 20 days went by fast.

The next thing I knew I was being put in the Ford Bronco and my mommy was trying to explain to me how my staying with this nice lady named Ann who loved little pigs and had three of her own would only be temporary and they would get me back home soon. As we rode away it was more than I could take, I started to cry, I put my feet up on the back of the seat and me being so chubby it wasn't easy to ride this way. I was never real affectionate, but I wanted to be as close to them as I could get. My hind legs were hurting, but I continued standing up all the way there. I felt if I could just tell them they would listen. I made every noise I could hoping they would understand how afraid I really was. My mommy noticed the tears rolling down my chubby face and told my daddy. He tried to comfort me too, but they were not turning around to go back home. Then my mommy started crying too and I put my head close to hers and she kissed me.

I didn't want to get out of the Bronco when we finally arrived, but my daddy helped me out anyway. There were three potbellied pigs there who looked a lot like me, but I didn't care. I just wanted to go home. I would go stand at the back of the Bronco hoping they would put me back in there. I walked to the end of the driveway several times, trying to figure out if I could walk back if I had to. Then they put me in a chain-link fence. They kept trying to make me feel better, but I was too sad to listen. After a few hours of my mommy and daddy trying to make me feel more comfortable about being at this new house they got in the Bronco to leave me. I ran to the fence as fast as I could. I saw my mommy crying again, I knew they didn't want to leave me, but they were and the bright red tail lights disappeared in the dark.

This nice lady Ann took me in her house. My favorite blankie was waiting

for me, but that wasn't enough. I couldn't believe they had left me here. Ann gave me goodies and talked to me really nice, but nothing I ate tasted good and nothing she tried to do seemed to help me feel better. It was a very lonely night.

The next day my mommy, grandma and Billy came to see me. I just knew they were there to take me with them. Not so, I heard the car start and I ran even faster than I knew I could this time to the fence outside, but they didn't wait for me. I didn't feel like eating after this. I knew I was very sad and lonely. The third day I was there I heard Ann on the phone telling my mommy that she was very concerned about me. My parents came right away, but I was so weak I couldn't even respond to them to tell them how glad I was when they said they were taking me home. On the way home we stopped to see Dr. Jones and he told mommy and daddy I was very stressed and depressed and had bronchial pneumonia, and gave them a lot of medicine to give me.

The City Manager came to visit me at home and talked to my parents about putting my case before the City Council again. If certain rules and regulations could be written to allow potbellied pigs, the vote could be reconsidered. So with the help of our neighbor, Jan, my mommy was busy typing all night again. Meanwhile the City waived any time limit on my being in the city until the next City Council meeting in about ten days.

In the days that followed my mommy stayed up every night with me. She gave me medicine, checked my temperature which kept going up high and then down too low. My mommy force fed me too, because I was just too weak to eat. My daddy helped too. I had to be force fed food and fluids with a syringe. I didn't know much of what went on around me but I did know I was home. The shots I had to have every four hours were the worst. The first week or so they didn't seem to hurt, but I was so bruised and sore it was horrible. I even made another trip to the emergency room and they put all kinds of tubes in me and poured ice water on me because my temperature was 107 degrees. After I came home from the clinic, Dr. Jones came by to check on me several times.

Jan would come over and give me my shots a lot, even in the middle of the night. She was very sweet to me and even cried because of the pain I was in. I was glad to be home, I just didn't want to be sick. I finally got the strength to get up on my feet. I checked out every inch of my home inside and outside. I wanted to know I was really back. It was good to see Goldie,

Winston and Sam. Sam, like myself, knew my broken heart may not heal.

I really thought though I was going to be alright once I got up, but I wasn't. I was never able to get up again after this. I was weaker and my temperature was still going up and down. My mommy would put cool towels on me and other times a heating pad. I was very sick. I was never able to sleep by grandma's bed again either, so my mommy kept me by her bed where she could watch over me.

I had to hold on, because I knew they were going to vote again and I had to know the outcome. When the night came for the City Council meeting I tried my best to show I was feeling a little stronger so my parents would go to the meeting and come back and tell me what happened. So I waited on my cozy blankie for them to return.

When I heard the voices I knew we had won. One City Council member had changed his vote and it was my favor this time 4 to 3. Even though I was too sick to show it on the outside, inside I was laughing with delight. I was the first legal potbellied pig in the city.

Now, I knew I couldn't hold on much longer. The battle was over and we had won, yet I knew it was too late for me. My broken heart had caused so much stress that the infection from the pneumonia seemed to be all through my chubby body and there was nothing anyone could do. I

was getting even weaker by the moment.

The next day I was on my way back to the emergency clinic again. I didn't remember much about this ride, I was fading away little by little. Jan who had helped me before was driving as I lay on the back seat of the car. My mommy was there with her hand on me and I could feel my blankie too all around me and even though I knew I wasn't under the orange trees I could smell the orange blossoms, but I knew I would never go home to stay again. There were three veterinarians at the emergency clinic, two other veterinarians called on the phone to give their opinions. Then I could hear my mommy crying when they told her they had done everything possible. My daddy had even left work to come be with me and I remember how my daddy didn't want to give up.

I knew many tears had been shed for me and my circumstances. I tried my best to wag my tail, but I couldn't. I wanted to let them know how happy my life had been with them and I didn't want anyone to cry anymore. My broken heart was fixed now, it was just my body that was past help. My mommy gave me one last kiss right below my ear where she always kissed me, I gave back my last grunt, it was very quiet and weak, but I knew they knew it was not only my goodbye, but my thank you for everyone who helped me fight City Hall and win. Not only for myself, but for other little potbellied pigs who can live in the city of Goodyear now.

Note from Nancy, Einswine's mommy:

Einswine was born December 26, 1990, and died September 24, 1992. We still grieve the loss of Einswine, always will and we will always have our memories of him. I know no one who ever met him will forget him and neither will many people who never had the chance to meet him.

Einswine had tried to be a pig like everyone wanted him to be. He didn't have to try, he only needed help to prove it, just like other pigs loved by someone. Some can say, "A pig is just a pig," because they have never loved one and what is sad is they most likely never will. Einswine was without a doubt a very special pig who leaves his motto, "Goodyear is a better place to live." ■

Nancy W. Mills
121 Solano Dr.
Goodyear, AZ 85338
602-932-4169

BLACK... BLACK/WHITE... PINTOS SMALL... SHORT NOSES

PINTO PETE & WINSTON BLOODLINES



WMS MOLLY

sire: Perceville dam: WMS Laura



HANNAH

sire: Chief dam: Kaufman's Glory Bee



GEORGIA

sire: Windcrest Alex dam: Dixie

PETS

BREEDING
BOARS

GILTS

BRED GILTS

The oldest individual Potbellied Pig breeder in the U.S.

C.L. "Lummie" Williams

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EMUS, RHEAS, OSTRICHES, BLACK SWANS, PEACOCKS, MANDARIN DUCKS, PHEASANTS, WATUSI CATTLE, AND TEXAS LONGHORNS

September 15, 1993

2(b.)

To:- Susan Reeder, Secretary
Finance and Administration Committee
City of Hamilton

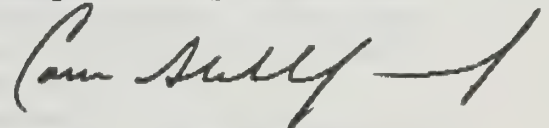
Subject:- Keeping of Pot-Bellied Pigs

RECOMMENDATION

That;

Given consideration to the intent of City of Hamilton By-Law 84-191, regarding the Keeping of Animals, that Pot Bellied Pigs not be permitted in the City of Hamilton, except as permitted under the By Law in areas zoned as Agricultural.

Respectfully Submitted,



Cam Stableford
General Manager
Hamilton SPCA

BACKGROUND

This recommendation is prompted by the desire of residents to keep species of animals which are prohibited under existing City By Laws.

We do not perceive this issue as being one related to animal welfare, or more specifically, to do with the standards of care being provided by owners of Pot Bellied

Pigs. The By Law in question is intended to address an overall concern for the quality of life in residential neighbourhoods, as governed by generally accepted standards expected by the residents of these neighbourhoods. The By Law is not directed towards species which necessarily have detrimental characteristics in and of themselves, nor towards species which are necessarily threatening to persons or other animals.

Therefore, the behaviour of the particular species, it's contentment with being confined in a family home, or it's adaptability to training is not germane to the purpose of the By Law.

Our concern is as follows:

- 1) Future ramifications. The acceptance of Pot-Bellied pigs, as "residential dwellers" would in my view constitute acceptance of ALL species, the majority of which could be confined by conscientious owners in a manner which results in little noise, odour, threat or other disturbance. In my view this would defeat the By Law, and allow for the keeping of both exotic and farm animals - horses, pigs, cows, chickens, cougars, snakes etc.
- 2) Regulation. Given that there is not likely uniform acceptance of ALL species, it would be necessary to develop specific guidelines which define the parameters under which the keeping of certain species is acceptable. The cost of developing appropriate regulations would be prohibitive.
- 3) Enforcement. While many species can be kept, by conscientious owners, in a manner which eliminates undesirable traits, in the absence of this type of care, problems must be addressed in neighbourhoods. Given the structure of Canadian Laws, these matters can be difficult to address at the best of times, given that animals are considered "chattels", leaving authorities with limited powers to remove unwanted species against the wishes of the owners. The cost of enforcement would also be prohibitive.

A summary of the positions of other Canadian municipalities on this matter is appended for your further review.



THE HAMILTON
SOCIETY FOR THE PREVENTION
OF CRUELTY TO ANIMALS

TO: Finance and Administration Committee
FROM: Hamilton SPCA
SUBJECT: Vietnamese Pot-Bellied Pigs

SURVEY:

The Hamilton SPCA surveyed the municipalities listed in the attached information. It seems that municipalities either allow the keeping of any type of animal, and regulate by health, or do not permit any exotic or farm animals, similar to the approach taken by the City of Hamilton.

Most municipalities report at most 2 or 3 animals dealt with in the last year, either as a complaint or in sheltering as a stray.

To date, no municipality surveyed has specifically named a Vietnamese Pot Bellied Pig as an excluded animal, but have excluded Ungulates or Artiodactyl Ungulates, under which classification a Vietnamese Pot Bellied Pig would fall.

Agriculture Canada considers them to be swine, and allows the importation of them from only 7 countries, and requires that they be quarantined for 30 days, as well as tested for viral pseudo rabies.

SURVEY:

Vancouver, British Columbia:

Currently do not prohibit any exotic animals, except on health grounds. Two pigs impounded in the last year. One was claimed, the other was sold at auction.

Edmonton, Alberta:

Bylaw attached as information. Do not allow any mammal over 10 kilograms, except dogs. Only a couple of complaints in last year regarding pigs.

Ottawa:

Bylaw prohibits animals kept for food. Does not deal with exotic animals kept as pets. No complaints reported regarding pigs.

Vanier:

One charge laid, bylaw prohibits keeping swine. Justice of Peace dismissed charge, stating that animal was a pet. Unknown at this time as to what action the City will be taking.

City of Toronto:

Attached is a report from the Medical Officer of Health to the Neighbourhoods Committee regarding pigs, from November 1992. Two charges laid in 1992, two convictions, one fine, one suspended sentence.

City of North York:

Bylaw currently prohibits swine. No incidences reported.

City of Scarborough:

Presently there are no bylaws prohibiting them. One complaint as of August 1, 1993.

City of Burlington:

See attached bylaw. Bylaw was amended to overcome perceived loophole allowing farm type animals south of Highway 5. Not permitted.

City of Stoney Creek:

A new bylaw is being drafted to replace current legislation dealing with animals. Currently, under zoning bylaws, pigs are allowed only in designated agricultural areas.

London:

Not permitted. Have not received any complaints regarding pigs in the City of London.

St. Catharines:

No regulations against any exotic animals. A registration bylaw is being considered, which would require that any such animals be registered, and an inspection of the facilities where the animal is to be kept must be done.

CITY OF HAMILTON

- RECOMMENDATION -

4.
SEP 15 1993

DATE: September 14, 1993

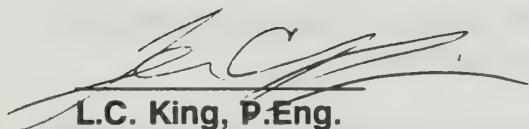
REPORT TO: Mrs. Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: L.C. King, P.Eng.
Chairman, Development Charges Subcommittee

SUBJECT: Complaint under the Development Charges Act
C.H. Heist Limited - 84 Birmingham Street
(93.2.4.2.1.A, 93.4.2.1.A)

RECOMMENDATION:

- a) That the applicant be refunded \$14,074.57 in development charges due to over payment.
- b) With respect to the remaining balance of \$3,810.18, after hearing the evidence and submission of the complainant, C.H. Heist Limited, the Council of the Corporation of the City of Hamilton hereby confirms the development charges imposed on the property located at 84 Birmingham Street as having been properly imposed pursuant to the City of Hamilton Development Charges By-law #90-74, as amended.


L.C. King, P.Eng.
LCK/PCL/dm

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Payment of \$17,884.75 was made upon building permit issuance. A refund of \$14,074.57 is owing due to a severance in 1991 which severed the site into two parcels.

BACKGROUND:

The above-noted property was subject to a recent severance which severed the lands into two parcels. This severance results in a reduction in the development charges by \$14,074.57. Development charges based upon the lot area would appear to encourage the creation of smaller parcels of land. The owner of the property was issued a building permit on November 14, 1991 to construction a 9,600 square foot building for garage and warehouse purposes. In a letter dated October 4, 1991 (letter attached) the owner, C.H. Heist Limited, explains the reasons for appeal.

The Finance and Administration Committee at its meeting of April 19, 1992 agreed to take the subcommittee's report on the above mentioned property owned by C.H. Heist Limited under advisement. The Finance and Administration Committee requested a report dealing with the specific services which would be affected by this development and thus, the rationale under the Development Charges By-law for applying the development charges for this project.

The Building Department has now received all the comments from the various departments involved in this and would report as follows:

1. **Library** - "It is assumed that this is commercial which will have no impact on demand for library services."
2. **Public Works** - "Please be advised that no services presently provided by the Public Works Department will be affected under the Development Charges By-law."
3. **Planning and Development Department** - "...the proposed development at 84 Birmingham Street has no need for additional services."
4. **Traffic Department** - "...we do not anticipate the expenditure of any capital funds as a result of this development."
5. **Culture and Recreation Department** - "Due to the fact of it being industrial development, it will have no bearing on Culture and Recreation Services."

Under the Development Charges Act, an owner may complain, in writing, to the City on the following basis:-

8.(1) An owner may complain, in writing, to the council of a municipality in respect to the development charges imposed by the municipality on the owner's development that,

- (a) the amount of the development charge imposed was incorrect or was based on incorrect data;
- (b) the amount credited to the owner under section 13 is incorrect;
- (c) the amount of a previous development charge being credited under section 14 is incorrect; or
- (d) there was an error in the application of the development charge by-law.

The Development Charges Staff Subcommittee met after reviewing all the departmental comments and decided that the comments do not identify any specific services which would be affected by development of this site. This does not mean, however, that collectively the development will not impact demand for services. Although the demand individually may not be identifiable, development in general places demands on the municipal infrastructure.



Heist

7-2

October 4

CITY OF HAMILTON	
1991	
DEPARTMENT OF BUILDINGS	
OCT 7 1991	
REC'D BY	<i>[Signature]</i>
FILED TO	<i>[Signature]</i>
REF'D TO	
REF'D TO	

City of Hamilton
City Clerk's Department
City Hall, 71 Main Street West
Hamilton, Ontario
L8N 3T4

Attention: Mr. John Thompson
Secretary - Finance Administration Committee

Dear Sir:

I recently met with Mr. William Wong to discuss land severance guidelines, development fees and the proposed plans of C. H. Heist, Ltd. to have a building constructed. I indicated to Mr. Wong that I had sent a letter expressing our concerns as they relate to the above mentioned issues to Mr. Len King. He advised me to also send a letter to your attention. This letter is essentially the same as the one I sent to Mr. King.

C. H. Heist, Ltd. is an industrial services firm which has been providing specialized cleaning and maintenance services to heavy industry in and out of Hamilton for more than thirty years.

We own approximately 3.8 acres of land at 84 Birmingham Street in Hamilton. Our plans are to use a small portion of this land to build a 9600 square foot building, the majority of which will be garage and warehouse. There will be employee parking areas and some truck parking.

This property has been built on previously and the buildings since demolished. Exactly how much development has taken place is not clear but the records show a building permit and a demolition permit which are attached. The site has most recently been used as a parking area.

We have entered into a contract with a local builder and the steel building which represents the major portion of the structure will be manufactured locally. It was only at the time we made application for a building permit that we became aware of the fact that development fees existed and could be applicable.

Based upon the formula adopted by the City and the Region to calculate development fees, we find that because our proposed building is small in relation to the lot size, the proposed fees become outrageously disproportionate to budgeted building costs. The project is now jeopardized.

.../2

C. H. Heist, Ltd.

Mr. John Thompson
City Of Hamilton
Page 2.

In view of the following, we would ask for a Development Fee exemption:

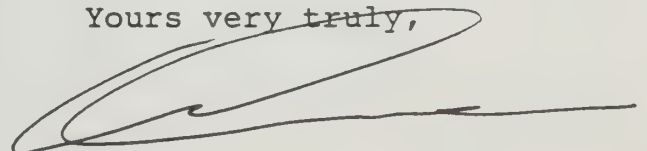
1. The building will occupy a small portion of the total property.
2. All necessary services exist and are adequate.
3. Our demand for existing services would be exceptionally light.
4. This property has been continuously serviced with Hydro for at least the past 25 years and we continue to utilize power on this property to this day.
5. A Hydro easement and transmission tower prohibit the development of a portion of the property.
6. Previous development has taken place on this property.
7. C. H. Heist, Ltd. has been paying property and business taxes in the immediate area of this site for the past twenty years.
8. Our Company has been an industrial resident of Hamilton and local employer for many years. Presently we are employing in excess of 100 people.
9. Our development will enhance the immediate industrial area.

Recent discussions with Mr. Wong have led us to believe that the City might review our application for relief favourably.

We would like to thank you for your serious consideration in this matter, and would welcome a meeting at your discretion. We look forward to hearing from you at your earliest convenience.

ARC:lk

Yours very truly,



Andrew R. Crowe
Vice President

cc: Mr. William Wong ✓
Department of Buildings
City of Hamilton

CITY OF HAMILTON
- RECOMMENDATION -

5(a.)

DATE: 1993 June 15

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: John Johnston
Commissioner of Human Resources

SUBJECT: Reclassification - City Clerk's Office
(C-032-093)

RECOMMENDATION:

1. That the salary reclassification for the following non-union positions in the City Clerk's Office be approved in accordance with the recommendation made by City Core Group.

<u>POSITION TITLE</u>	<u>FUNCTION</u>	<u>GRADE</u>	<u>SALARY</u>
Manager, Records Division	Manage the Administrative Division of the City Clerk's Department, prepare and monitor departmental budgets, supervise municipal elections, manage support services for the Aldermen and perform all duties of the City Clerk in his absence in rotation with the Manager, Legislative Services	G	\$62,178.48 - \$73,286.72
Freedom of Information Officer	Administer the Corporate Records Management Program, Supervise the Records Section of the City Clerk's Department, Supervise the Central Records Centre, Administer the Municipal Freedom of Information and Protection of Individual Privacy Act. Assist in a major way with Municipal Elections. Assist with budget preparation and act as Secretary to the Administrative Team.	L	\$43,484.48 - \$51,205.44

<u>POSITION TITLE</u>	<u>FUNCTION</u>	<u>GRADE</u>	<u>SALARY</u>
Administrative Assistant III	To provide secretarial and administrative services to the Manager of Administrative Services and the Manager of Legislative Services	O	\$34,001.76 - \$39,962.52

2. That the following title changes, resulting from the reorganization, be approved:-

FROM

TO

Manager, Records Division

Manager of Administrative Services

Freedom of Information Officer

Supervisor of Records/FOI Officer

Administrative Assistant III

Administrative Assistant II



John Johnston

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

The financial impact of these classifications is being met through the Department's general operating budget and the resultant annualized savings arising from the elimination of four full-time positions.

BACKGROUND:

This partial re-organization was approved by City Council at its meeting held on December 8th, 1992 as Section 15 of the Twenty-Fourth Report of the Finance and Administration Committee.

The City Clerk was directed to conduct a review of all positions which became vacant as a result of early retirements within the City Clerk's Department.

The review resulted in the elimination of four (4) positions (Deputy City Clerk, Administrative Assistant IV, Typist Clerk II, one Licence Inspector II) and the establishment of three distinct divisions within the Department, namely, an Administrative Division, Legislative Division and Licensing Division, each with a Manager reporting directly to the City Clerk.

In addition to the elimination of four (4) full-time positions, the re-organization also provided for the relocation of the inspection section of the Licence Division from Rebecca Street to City Hall. The annualized savings based on 1992 salary rates, resulting from this reorganization is \$232,000. In addition, the City will realize approximately \$160,000. from the sale of the Rebecca Street property which has now been vacated. Renovations to the City Clerk's Department and City Garage, required to accommodate these changes amounted to \$52,100.

Manager, Records Division

The organizational changes have significantly altered the responsibilities of the Manager, Records Division position. This position has assumed responsibility for the day to day administrative functions of the Department. In addition to existing duties, the Manager, Records Division has assumed overall management of the Switchboard and Information Services, the Print and Mail Services, the Hamilton Market operations and support services for the Aldermen. This position is also responsible for attending all council meetings and performing the duties of City Clerk in his absence in rotation with the Manager of Legislative Services. These organizational changes have altered the management responsibilities, the overall scope and complexity of the position. The assumption of additional responsibility has necessitated the evaluation and placement of the Manager, Records Division position.

Freedom of Information Officer

The Freedom of Information Officer reports to the Manager, Records Division and previously assisted with the implementation of policies and procedures for handling applications and appeals under The Municipal Freedom of Information and Protection of Privacy Act. The restructuring has necessitated a review of this position due to the shift in responsibility from assisting with the Records Management and Freedom of Information Programs to direct supervision and administration of the Corporate Records Management Program. In addition to the significant increase in the level of responsibility, this position is also responsible for the co-ordination of Municipal Elections, the direct supervision of support staff in the records and Births & Deaths Section. The alteration in the complexity and supervisory responsibility has necessitated the evaluation and placement of this position.

Administrative Assistant III

The Administrative Assistant III previously reported to the Deputy City Clerk. This position now provides secretarial services to both the Manager of Legislative Services and the Manager of Administrative Services. The amalgamation of duties has necessitated a reclassification of this position to reflect the shift from routine tasks to more complex duties. This position is now responsible for the preparation and co-ordination of the council agenda, the required follow-up after Council meetings and maintaining employee departmental attendance and employee records.

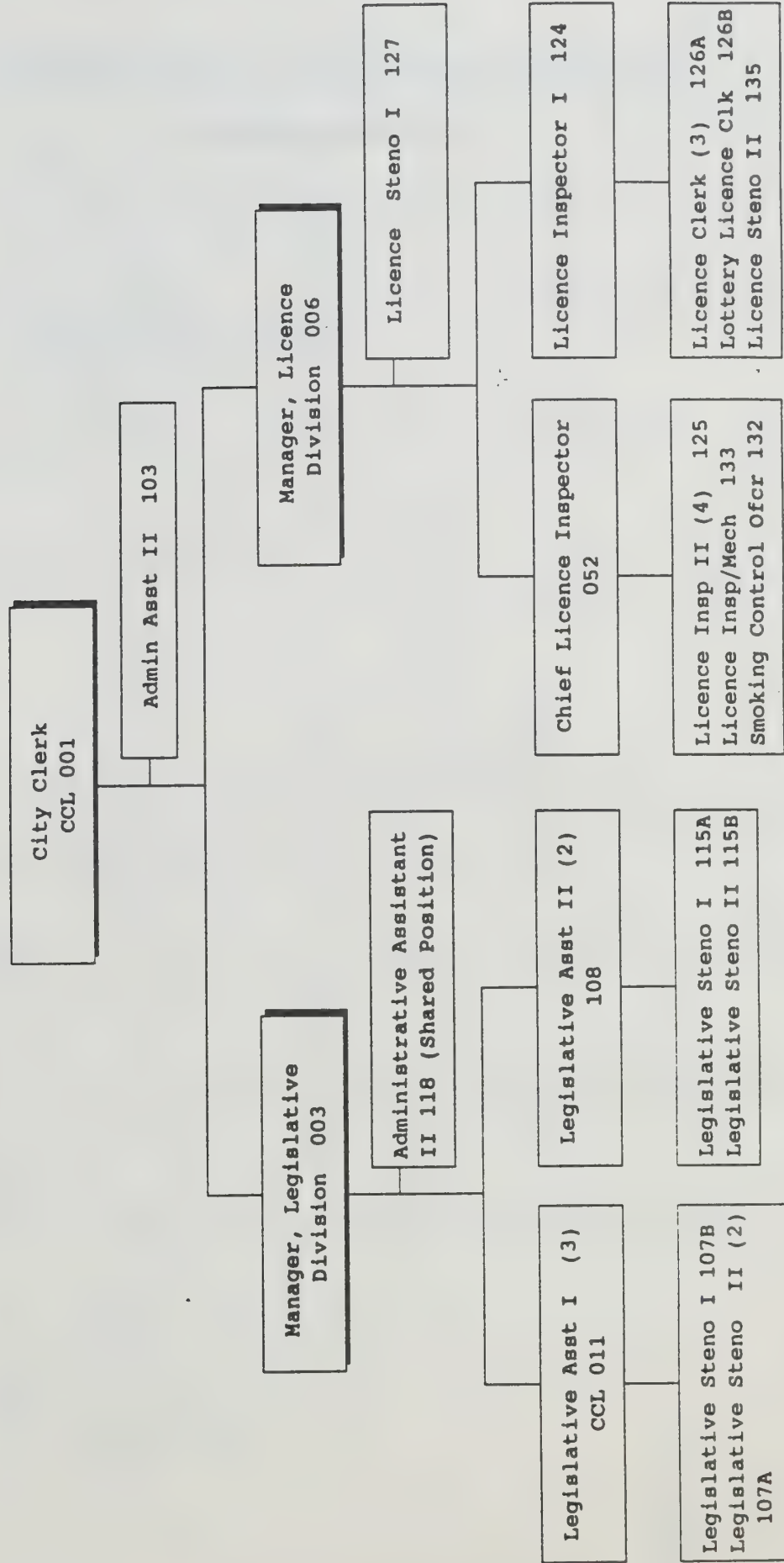
The City Clerk's Department has forwarded these three positions to the Human Resources Centre for salary classification and the subsequent approval of the Finance and Administration Committee.

c.c. - J. Schatz
City Clerk

CITY CLERK'S DEPARTMENT

Chart 2A of 2

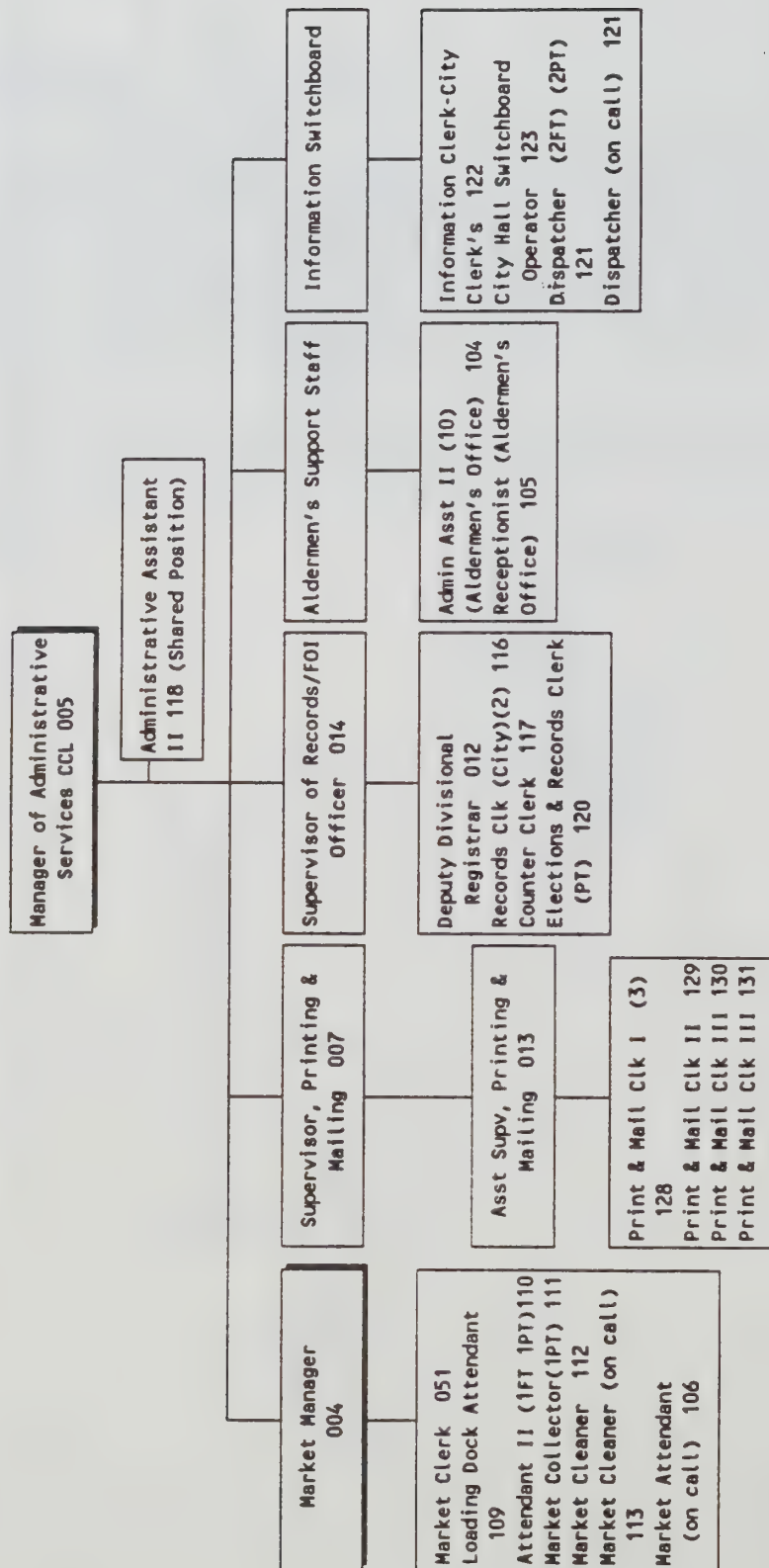
Original Retained in
Human Resources Centre



April 5, 1993

Signature _____ Date _____

CITY CLERK'S DEPARTMENT



May 5, 1992

Signature _____ Date _____

CORPORATION OF THE CITY OF HAMILTON

MEMORANDUM

*****CENTRE

TO: E. Bourns, Manager
Wage and Salary Administration
Human Resource Centre

YOUR FILE:

FROM: Mr. J. J. Schatz
City Clerk
City Clerk's Department

OUR FILE:
PHONE: 546-2727

SUBJECT: Evaluation/Reclassification
of Job Descriptions

DATE: 1993 March 12

City Council at its meeting held December 8, 1992 in adopting Section 15 of the Twenty-Fourth Report of the Finance and Administration Committee approved a partial re-organization of the City Clerk's Department which provided for the elimination of four positions and the reclassification/re titling of five positions.

It further provided for job descriptions for each of the five positions to be prepared and forwarded to you for review of salary classifications for consideration by the Core Group, Finance and Administration Committee and City Council.

Please find enclosed the six job descriptions, the additional one being the Acting Deputy Divisional Registrar which requires review as well. We have reduced that section of the Department from three employees to two and combined the duties accordingly.

I have attached for your information a copy of my report to the Finance and Administration Committee and a copy of the resolution adopted by City Council respecting our re-organization.

J. J. Schatz

att.

Subjoined is section 15 of the Twenty-Fourth Report of the Finance and Administration adopted by City Council at its meeting held 1992 December 8.

15. (a) That the organizational structure for the City Clerk's Department attached herewith and marked as Appendix "C", which provides for the following changes be approved.
 - (i) Elimination of the following positions:
 - (1.) Deputy City Clerk
 - (2.) Administrative Assistant IV
 - (3.) Typist Clerk II (Births & Deaths)
 - (4.) One Licence Inspector II
 - (ii) Reclassification/Retitling of the following positions to reflect reassignment of duties:
 - (1.) Manager, Records Division
 - (2.) Freedom of Information Officer
 - (3.) Administrative Assistant III
 - (4.) Counter Clerk
 - (5.) Smoking Information Officer
- (b) That job descriptions for each of the above positions be prepared and forwarded to the Commissioner of Human Resources for review of salary classification for subsequent consideration and approval of the Core Group, Finance and Administration Committee and City Council; and,
- (c) That the Inspection Section of the Licensing Division be relocated back to City Hall with the physical inspection of the Taxi Cabs being carried out in a portion of the City Garage; and,
- (d) That renovations to the City Clerk's Department and City Garage required to accommodate these changes, be approved at an estimated cost of \$52,100. and charged to Accommodation Requirements-City Hall and Security Improvements-City Hall accounts; and,
- (e) That the property at 195 Rebecca Street, which is currently being utilized by the Inspection Section of the Licensing Division, be deemed surplus to the City Clerk's Department's needs and if deemed surplus to other municipal needs, be disposed of.

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1993 January 15

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: J. J. Schatz
City Clerk

SUBJECT: CITY CLERK'S DEPARTMENT REORGANIZATION

RECOMMENDATION:

- (1) That the organizational structure for the City Clerk's Department attached as Appendix "A", which provides for the following changes be approved.
 - (a) Elimination of the following positions:
 - (i) Deputy City Clerk
 - (ii) Administrative Assistant IV
 - (iii) Typist Clerk II (Births & Deaths)
 - (iv) One Licence Inspector II
 - (b) Reclassification/Retitling of the following positions to reflect reassignment of duties:
 - (i) Manager, Records Division
 - (ii) Freedom of Information Officer
 - (iii) Administrative Assistant III
 - (iv) Counter Clerk
 - (v) Smoking Information Officer
2. That job descriptions for each of the above positions be prepared and forwarded to the Commissioner of Human Resources for review of salary classification for subsequent consideration and approval of the Core Group, Finance and Administration Committee and City Council.
3. That the Inspection Section of the Licensing Division be relocated back to City Hall with the physical inspection of the Taxi Cabs being carried out in a portion of the City Garage.

4. That renovations to the City Clerk's Department and City Garage required to accommodate these changes, be approved at an estimated cost of \$52,100 and charged to Accommodation Requirements-City Hall and Security Improvements-City Hall accounts.
5. That the property at 195 Rebecca Street, which is currently being utilized by the Inspection Section of the Licensing Division, be deemed surplus to the City Clerk's Department's needs and if deemed surplus to other municipal needs, be disposed of.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

The total staff complement of the City Clerk's Department will be reduced by four (4) full time positions, with resultant annualized savings of \$232,416 (1992 salary rates). This is based on salary savings of \$182,997, employee benefits of \$31,899 and an amount of \$17,520 for vehicle and accommodation costs associated with the elimination of the one Licence Inspector II position and the relocation of the Licensing Division Inspection Section from Rebecca Street to City Hall.

Subject to the Taxi Cab Office on Rebecca Street not being required for any other municipal purposes, an amount of approximately \$160,000 could be realized from the sale of this property.

Funding for the renovations required to implement this organizational change is available within Capital Budget Accounts administered by the Property Department - Accommodation Requirements-City Hall and Security Improvements-City Hall.

BACKGROUND:

At the time of my appointment as City Clerk in September 1991, City Council directed that no action be taken with respect to the filling of the position of Deputy City Clerk until a review relative to this position was undertaken. As directed by City Council, I have undertaken a review as to the need to fill this position, as well as other positions which have become vacant as a result of early retirements within the Department.

The recommended changes result in the elimination of the position of Deputy City Clerk and the establishment of three distinct divisions within the Department, namely, an Administrative Division, Legislative Division and Licensing Division, each with a Manager reporting directly to the City Clerk.

As stated above, the revised organizational structure provides for a reduction in the total staff complement of four (4) full time positions. As part of the 1991 Downsizing Programme a commitment was made in early 1991 to reduce the staff complement of the City Clerk's Department by two (2) full time positions by December 31, 1991. This was accomplished by the early retirement of the Chief Licence Inspector and the Deputy Divisional Registrar. While the two specific positions were filled, subsequent vacancies created as a result of promotions from within the respective divisions have not been filled, namely, Licence Inspector II and Clerk Typist II. I also left vacant the position of Administrative Assistant IV.

The 1992 budget of the Department was reduced by \$158,006 to reflect these reductions and vacancies in our staff complement. The budget reflected the fact that regardless of any decision relative to the Deputy City Clerk's position, this position would remain vacant for a minimum of six to seven months in 1992 to allow sufficient time for the new administrative structure to function on a trial basis prior to recommendation of a new administrative structure to committee and council.

The 1993 estimates for the City Clerk's Department have been prepared on the basis of the proposed restructuring which maintains the financial reductions made in the 1992 budget as well as an additional reduction of \$74,410 in the 1993 budget estimates representing seven months salary and benefits for the Deputy City Clerk position, as well as other reductions relative to salaries, benefits and temporary help as a result of maximum utilization of remaining staff resources.

The following is a brief summary of the proposed changes.

1. Deputy City Clerk (Deletion)

As a result of the reassignment of responsibilities and changes in some of our procedures, we find that the duties and responsibilities of the Deputy City Clerk can adequately be assumed by the City Clerk and the three (3) divisional Managers. The appointment of the Manager of Administrative Services and the Manager of Legislative Services as Acting Clerk in the absence of the City Clerk has facilitated the elimination of this position.

2. Administrative Assistant IV (Deletion)
Administrative Assistant II (Reclassification)

The Administrative Assistant IV position provided secretarial services to the Manager of Legislative Services as well as carrying out a number of day to day clerical duties. Under the proposed restructuring, the Manager of Administrative Services and the Manager of Legislative Services will share an Administrative Assistant. The day to day clerical functions of this position have been reviewed, the result being that some changes in procedures have been implemented, some functions have been eliminated and the remaining responsibilities transferred to the Administrative Assistant III position, for which reclassification is requested.

3. Manager of Administrative Services (Reclassification)

The Manager of Administrative Services will be responsible for the day to day administrative functions of the Department, including, the direct supervision of the Switchboard and Information Services, Print and Mail Services, Farmer's Market operations, Records and Election Services and the Aldermen's Support Services. In addition, the Manager of Administrative Services will be responsible for departmental budget preparation and control, attend all council meetings and perform the duties of City Clerk in my absence in conjunction with the Manager of Legislative Services.

4. Licence Inspector II (Deletion)
Relocation of Licence Inspectors to City Hall

The Inspection Section of the Licensing Division is being reduced by one Inspector. While we have been operating with one less Inspector for all of this year, without a significant reduction in the level of service, it is imperative that the Inspection Section be relocated back to City Hall as soon as possible in order to maintain the current level of service. It is due only to the hard work and extra effort on the part of the Inspection staff that this level of service has been maintained thus far.

At present, the Chief Licence Inspector is located in City Hall, with the Inspectors, whom he supervises and assigns duties to, being located at the Taxi Office on Rebecca Street. This is most inefficient and cumbersome as considerable time is wasted in their attending at City Hall to meet and discuss matters with the Chief Licence Inspector and to have their reports transcribed and files searched. The provision of office space for the Inspectors in the Department will result in considerable benefits.

The other factor with respect to the relocation of the Inspection staff is the matter of the actual physical inspection of the taxi cabs. This is currently carried out in an alleyway adjacent to the Taxi Cab Office on Rebecca Street. The conditions are less than desirable especially during inclement weather. In addition, there are times when a more thorough mechanical inspection is required, which would necessitate the need to have the vehicle placed on a hoist and things such as muffler systems and brakes thoroughly checked. One of our Inspectors is a qualified mechanic capable of carrying out such inspections, however, he does not have the necessary facilities available to him to undertake this task.

I propose that a portion of the City Garage be utilized for these inspections. We have discussed this matter with the Supervisor of the City Garage who is of the opinion that this will not adversely affect his operation. Minimal costs are involved in providing a small office area for file storage and a waiting area in the City Garage to accommodate this activity.

5. Smoking Control Officer (Reclassification)

Currently this position functions as a Smoking Information Officer only. It is proposed that his duties have enforcement responsibilities as it relates to the City's two Smoking By-laws and the title changed to Smoking Control Officer. In addition, this position will become involved with inspection activity as it relates to the new "Sale of Tobacco By-law" as well as assist in other inspection activities from time to time. Once again, this is required in order to offset the impact of the elimination of the one Licence Inspector II.

6. Supervisor of Records and Freedom of Information Officer (Reclassification)

Currently this position is responsible only for Freedom of Information activities. The scope of this position is being expanded to include responsibility for records, elections and supervision of the Births & Deaths Section within the Department. I am requesting reclassification and retitling of this position to Supervisor of Records and Freedom of Information Officer.

7. Clerk Typist II (Births & Deaths) (Deletion)
Records Clerk II (Births & Deaths) (Reclassification)

Previously this section consisted of a Deputy Divisional Registrar, Counter Clerk and a Clerk Typist II. Some procedural changes have been implemented and responsibility for providing daily relief to the Information Desk from this section has been eliminated. The responsibilities of the three previous positions have been combined into two positions, namely Deputy Divisional Registrar and Records Clerk II. For this reason I am requesting reclassification of the Counter Clerk position to Records Clerk II and deletion of the Clerk Typist II position.

Physical Renovations Required

- Changes to the Licence Section, Switchboard area and the City Garage area to provide for the accommodation of the Inspection staff is required in order to increase productivity to offset the elimination of the one Licence Inspector II.
- Office enclosure is required for the Supervisor of Records/Freedom Of Information Officer (vault area) in order to provide for the privacy necessary to properly deal with Freedom of Information matters.
- Creating two offices out of the former City Clerk's office is required in order to better situate the three Divisional Managers in relationship to the City Clerk and the general office staff, as well as provide better accessibility to these Managers for the Members of City Council and other departmental staff attending the City Clerk's Department.
- Creating two offices out of the current office shared by Legislative Assistants Stella Glover and Charlene Coutts to provide for a better working environment as they must meet with Council Members, staff and the general public on a regular basis.
- In addition to the above, it is proposed that some of the security measures identified in the City Hall Security Report relative to limiting public access to the City Clerk's Department area behind the front counter be implemented.

The recommended organizational structure provides for a 5.8 percent reduction in the full time staff complement of the City Clerk's Department with a net annualized savings of \$232,416. In addition, the disposition of the Taxi Cab Office on Rebecca Street, if not required for any other municipal use, could generate approximately \$160,000. The one time renovation costs for which funds are available in the Capital Budget-City Hall Accommodations Accounts and City Hall Security Requirements Accounts, is estimated to be \$52,100.

This report has dealt with organizational improvements to the Administrative, Legislative and Licence Inspection areas of the City Clerks Department. I will be reviewing organizational improvements to Licence Administration in keeping with the Licence Audit and the Print and Mail Section because of technological improvements which have changed the way print and mail services are delivered. These two areas will be the subject of a future report to the Finance and Administration Committee.

c.c. J. Pavelka, Chief Administrative Officer
J. Johnston, Commissioner of Human Resources
D. W. Vyce, Director of Property
A. Ross, Treasurer
G. Dibacco, Supervisor, City Garage

CITY OF HAMILTON
- RECOMMENDATION -

5.(b.)

DATE: June 1, 1993

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Mr. John Johnston
Commissioner of Human Resources

SUBJECT: Reclassifications - Public Works Department
(C-031-093)

RECOMMENDATION:

That the following positions in the Public Works Department be reclassified in the following manner, as recommended by Core Group at its meeting of May 19, 1993.

That these reclassifications go into effect on the date of Council's approval.

<u>Title</u>	<u>Current Level</u>	<u>Proposed Level</u>
Superintendent of Facilities	Level I"3" \$56,217.72 - \$66,242.28	Level H"3" \$58,386.12 - \$68,816.28
Superintendent of Cemeteries	Level L"3" \$43,484.48 - \$51,205.44	Level J"3" \$53,779.96 - \$63,398.40
Manager of Cemeteries (Classified Downward)	Level G \$62,178.48 - \$73,286.72	Level H \$58,386.12 - \$68,816.28

Net change in staff - 1 position deleted (Office Manager - \$43,484.48 - \$51,205.44)


John Johnston

...../2

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

No adverse implications.

BACKGROUND:

On December 31, 1991 with the retirement of the Manager of Cemeteries, Mr. Chester Orzel, an opportunity was created to review the staffing configuration of the Cemeteries Division in order to ascertain what impact on services would result from a mini-restructuring. The objective was to determine whether or not services would be impaired if the Office Manager's position was deleted.

The position of Office Manager was subsequently deleted and the duties of that position redistributed to the Manager of Cemeteries, Superintendent of Operations and the Administrative Co-ordinator. This latter position has already been reclassified upward by one level and was approved by Council on February 25, 1992. The deletion of the Office Manager's position has had the beneficial effect of delayering the administrative area in the Cemeteries Division, a practice currently in vogue.

In recognition of the broader scope of responsibilities assigned to him, the General Foreman's position has been retitled to Superintendent of Cemeteries and his new duties reviewed and reclassified by the Core Group as indicated above.

The Manager of Cemeteries was reclassified downward by one level, because it was tacitly understood that the original classification was custom-fitted in recognition of the particular knowledge and skills possessed by the previous incumbent (his senior service and generally broad knowledge of the organization, by-laws and legislation pertaining to his area.) However, it is also understood that the duties integral to the job more appropriately fall within the "H" classification.

At its meeting of 1991 October 29 City Council approved the transfer of responsibilities associated with the Turf Section of Parks Horticulture to Parks Facilities under the jurisdiction of the Superintendent of Facilities.

The position of Superintendent of Facilities has been reviewed on the basis of increased responsibilities resulting from the transfer of golf courses and bowling greens. Golf Courses and Bowling Greens originally came under the purview of the Horticulturalist, who had to relinquish this function when he was assigned responsibility for the maintenance and beautification of traffic islands on all regional and city roads.

All of the above issues have been outstanding for some time, but in view of the considerable additional responsibilities, we believe these reclassifications should not be postponed any longer.

COUNCIL - OCT 29

COMMIT - OCT 22

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1991 October 15

REPORT TO: Mr. Kevin Christenson, Secretary
Parks and Recreation Committee

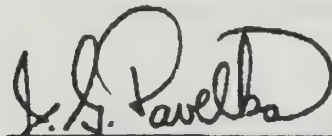
FROM: Mr. J. G. Pavelka, P.Eng.
Director of Public Works

SUBJECT: Restructuring - Parks Horticulture/Facilities

RECOMMENDATION:

That the responsibilities associated with the Turf Section of Parks Horticulture (King's Forest and Chedoke Golf Courses, Churchill, Roselawn, Fernleigh and Mount Hamilton Lawn Bowling) be transferred to Parks Facilities under the jurisdiction of the Superintendent of Facilities as outlined on the attached organizational chart.

That the action taken by the Director of Public Works to implement this change effective October 7, 1991 be approved.



Mr. J. G. Pavelka, P. Eng.
Director of Public Works

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

The addition of the responsibilities for the Turf Section to the existing responsibilities for Sports Facilities already under the Superintendent of Facilities will require a rewriting of this job description and an evaluation of the position. Presently the Superintendent of Facilities' position is rated at Level I3 (\$53,540 to \$63,087), with the additional responsibilities, if sufficient points are awarded through the evaluation, it is possible that the new job description could be evaluated at Level "H" (\$55,605 to \$65,539). If this materializes, the top of the position would be increased by \$2,452.

BACKGROUND:

Associated with the City's initiatives to "right-size", the Public Works Department undertakes a review of its organizational structure as each opportunity arises. The most recent occasion involves the Parks Division - Horticulture stemming from the resignation of the General Foreman - Turf, effective September 13, 1991.

In this regard, the Public Works Department has concluded that the responsibilities associated with maintenance and development of the King's Forest and Chedoke Golf Courses as well as the City's 4 lawnbowling facilities be transferred from Parks Horticulture to Parks Facilities.

Two main factors led to this decision as follows:

- The change represents a consolidation of like activities ie golf and lawnbowling with other sport related facilities within the Facilities section. From a labour management standpoint, staff from the Horticulture Section (golf courses) are presently transferred in and out of the Facilities Section (ski operation) as the seasons dictate.
- The change puts in place a more equitable distribution of responsibilities amongst senior management staff in the Parks Division. Work in Forestry and Beautification is ever increasing both in volume and technical innovation; a trend which is expected to continue as concerns for the environment and quality of life issues become even more evident.

The City's Horticulturist will now be in a position to focus more directly on matters relating to forestry and beautification.

The intent of this restructuring is to maximize the use of existing personnel and to take full advantage of the expertise existing within the Public Works Department. At the same time, there are administrative procedures and labour management issues which can be streamlined and made more responsive to user needs.

In view of the number of years the existing structure has been in place there is a considerable volume of information to be shared between the affected senior staff. For this reason and to allow as much time as possible for the re-organization to be in place relative to budget preparation and planning for next year, new assignments were made effective October 7, 1991. Committee approval of this action forms part of the staff recommendation.

RWC/mc
Attachment

cc: Mr. L. Sage, Chief Administrative Officer
Mr. J. Johnston, Commissioner of Human Resources
ATTENTION: E. Bourns, Manager of Wage, Salary Administration

City Council Oct 29/91

REPORT OF THE PARKS AND RECREATION COMMITTEE

To the Council of the Corporation of the City of Hamilton.

Members of Council:

The Parks and Recreation Committee presents its **TWENTIETH** Report for 1991 and respectfully recommends:

- Copy to Karen, Debbie Hillje*
1. (a) That approval be given to the Director of Culture and Recreation to apply to the Ministry of Community and Social Services for a one year employment programme grant for a shared position between Whitehern Museum and the Arts.
(b) That approval be given to the Children's Museum to apply to the Ministry of Culture and Communications for a one year internship grant.
 2. That the City of Hamilton endorse the efforts of the Hamilton Professional Baseball Inc. (Hamilton Redbirds) in bringing the Canadian Baseball Hall of Fame and Museum to Hamilton.

Copy to Karen, Debbie H. Kathie

 3. (a) That the responsibilities associated with the Turf Section of Parks Horticulture (King's Forest and Chedoke Golf Courses, Churchill, Roselawn, Fernleigh and Mount Hamilton Lawn Bowling) be transferred to Parks Facilities under the jurisdiction of the Superintendent of Facilities as outlined on the organizational chart attached hereto as Appendix "A".
(b) That the action taken by the Director of Public Works to implement this change effective 1991 October 7, be approved.
 4. That Bruleville Park located in the Bruleville Neighbourhood between Upper Wellington Street and Upper Wentworth Street, be renamed Bruleville Nature Park.
 5. That the newly created park in the Trenholme Neighbourhood be officially named Trenholme Park.

PUBLIC WORKS DEPARTMENT

CEMETERY DIVISION

MEMORANDUM

TO: Ms. E. Bourns
Manager of Wage & Salary Administration
Human Resources Centre

YOUR FILE:

FROM: Mr. R. Zbucki
Acting Manager
Cemetery Division

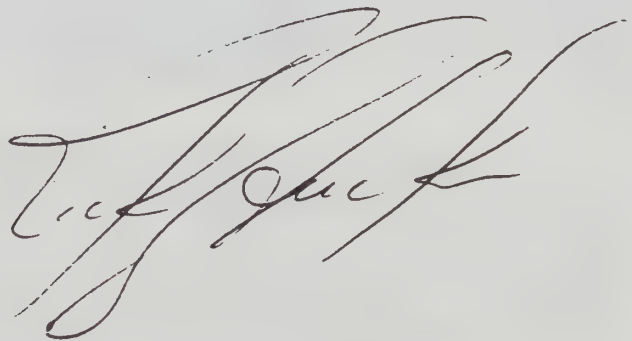
OUR FILE:
PHONE: 522-0808

SUBJECT: Reclassification

DATE: 1992 April 15

The retirement of Chester Orzel has resulted in a four part restructuring of the Cemetery Division and you have already reclassified Part 1 being Mrs. Kay Morden. I am now submitting Part 2 for your consideration the new job description for Mr. Joe Monkey.?

Once Part 3 has passed Mr Pavelka's approval then Mr Rick Zbucki's job description will be submitted followed by Part 4 Miss Lynda Piper.



THIS IS A COPY

HUMAN RESOURCES CENTRE

MEMORANDUM

March 25, 1993

To: D. Lobo
Director of Public Works

From: Tamara Foell
Job Analyst

Re: Staffing Issues - Cemeteries Division

The matter of the evaluations for the Superintendent and Manager of Cemeteries has been outstanding for almost a year and in order to dispose of this matter I devoted some time to seriously review the previous job questionnaires and the new ones dated April 13, 1992 (Superintendent) and October 15, 1992 (Manager).

You may recall the reason the position of Superintendent was submitted for review was because the Manager of Cemeteries position was being declared redundant and the duties of that position were to be redistributed to:

1. Office Manager I
2. Administrative Co-ordinator
3. Superintendent of Operations

The Administrative Co-ordinator and the Superintendent of Operations were both increased by one level. You were satisfied with the classification of the Administrative Co-ordinator, but felt the Superintendent's classification was not acceptable.

I have reviewed Mr. Monkley's previous questionnaire dated 1984 and the one submitted recently and frankly I see no substantive differences between the two. It is impossible to increase a rating without supporting documentation.

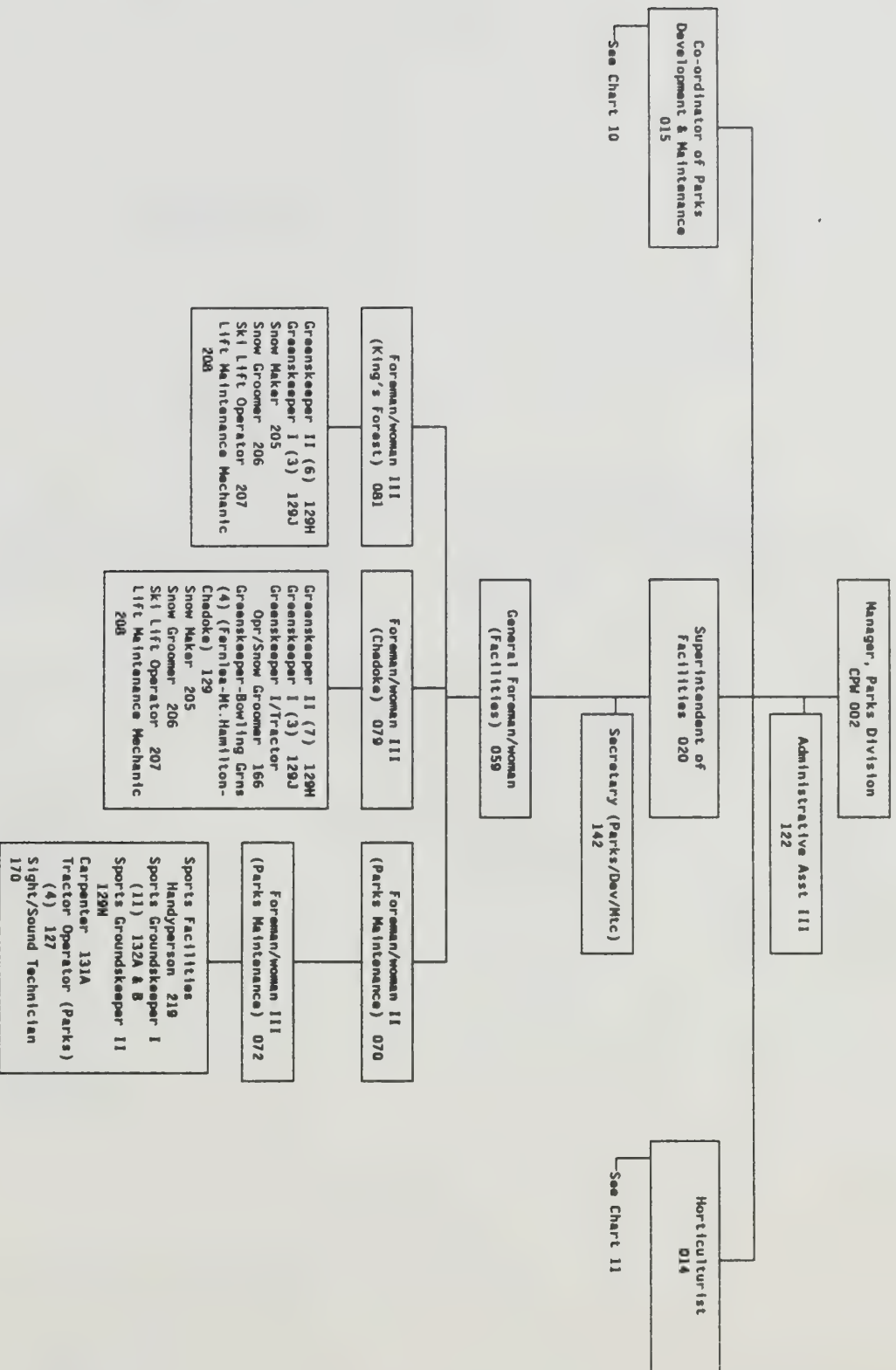
As things stand now, the Manager of Cemeteries position was not deleted, however, the Office Manager's position was and those duties presumably were assigned to the Co-ordinator and the Steno (I understand a new questionnaire for the latter position is in the works).

Doug, I would like to finalize this matter fairly soon, so if there is anything I have overlooked please let me know.

Just to recap, the Manager of Cemeteries is presently in the "G" classification, the Superintendent was increased from Level "L3" to Level "K3", and the Co-ordinator was placed in Level "P" from Level "Q".

DEPARTMENT OF PUBLIC WORKS

Chart 9 of 11

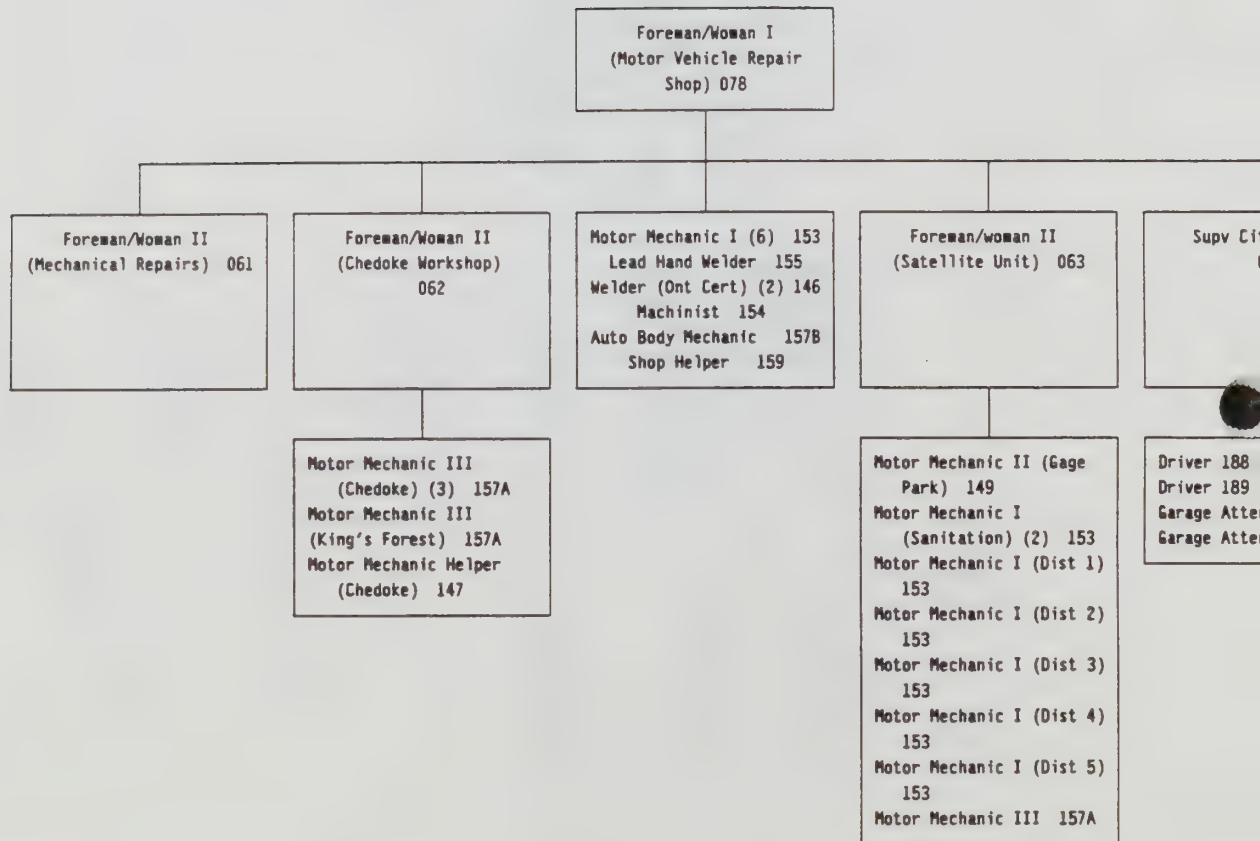


Signature _____ Date _____

July 9, 1993

DEPARTMENT OF PUBLIC WORKS

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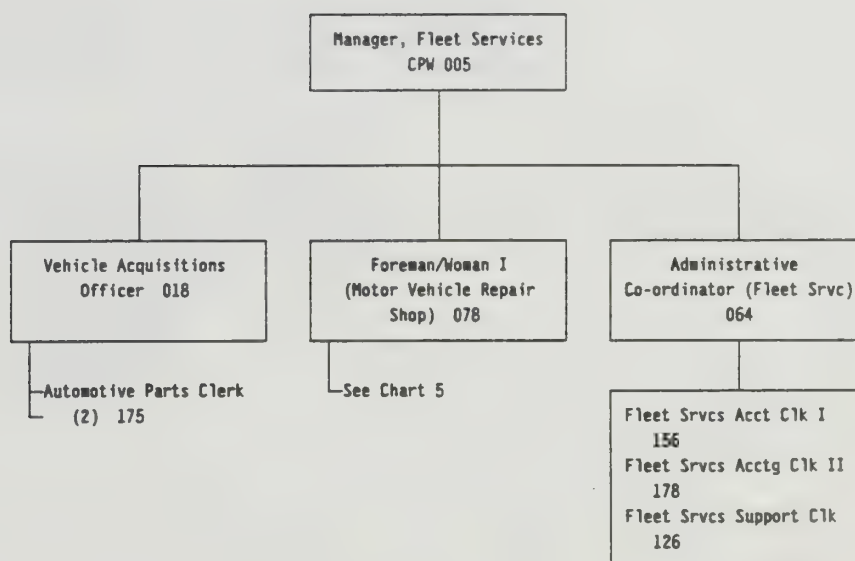


Signature

Date

Original Retained in
Human Resources Centre

DEPARTMENT OF PUBLIC WORKS

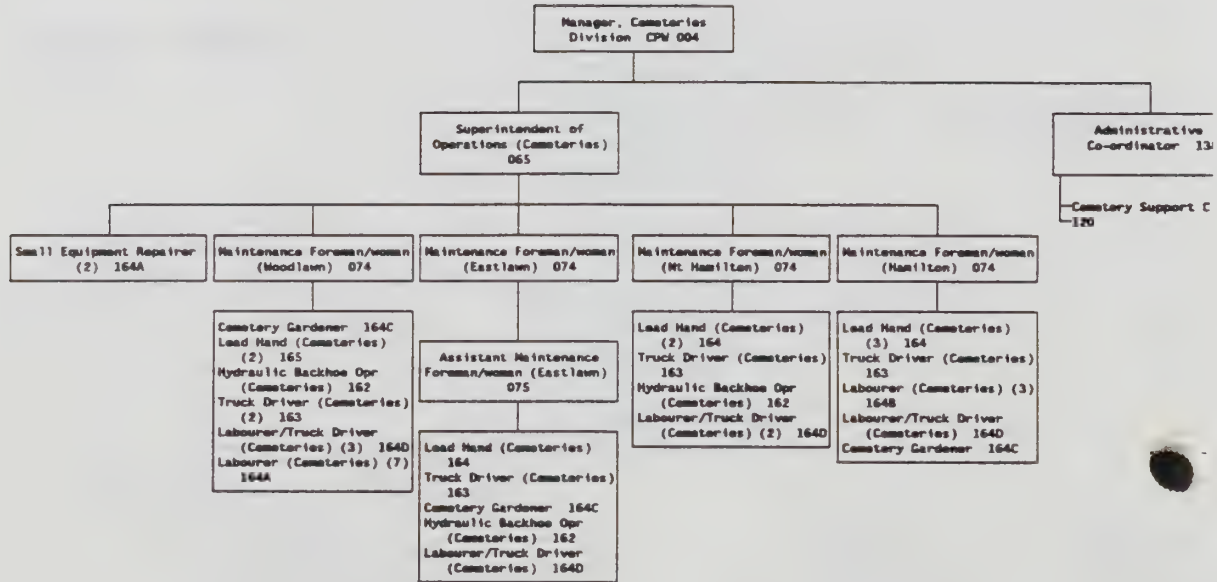


Signature

Date

DEPARTMENT OF PUBLIC WORKS

Original Retained in
Human Resources Centre



CITY OF HAMILTON
- RECOMMENDATION -

5(c.)

DATE: June 14, 1993

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Mr. John Johnston
Commissioner of Human Resources

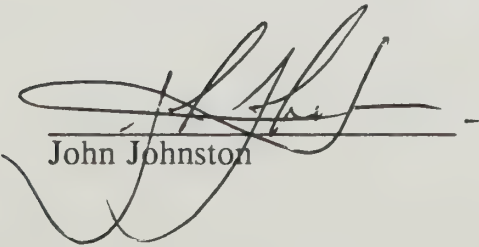
SUBJECT: Staffing Reorganization - Public Works Department
(C-033-093)

RECOMMENDATION:

That the complement in the Horticultural Section of Public Works be adjusted as follows:

	<u>Delete</u>	<u>Increase</u>
Gardener II	1	
Tractor Operator	1	
Truck Driver (Parks)	2	
Lead Hand (Parks)	1	
Landscaper		5
Totals:	<u>5</u>	<u>5</u>

Net change in staffing = NIL


John Johnston

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

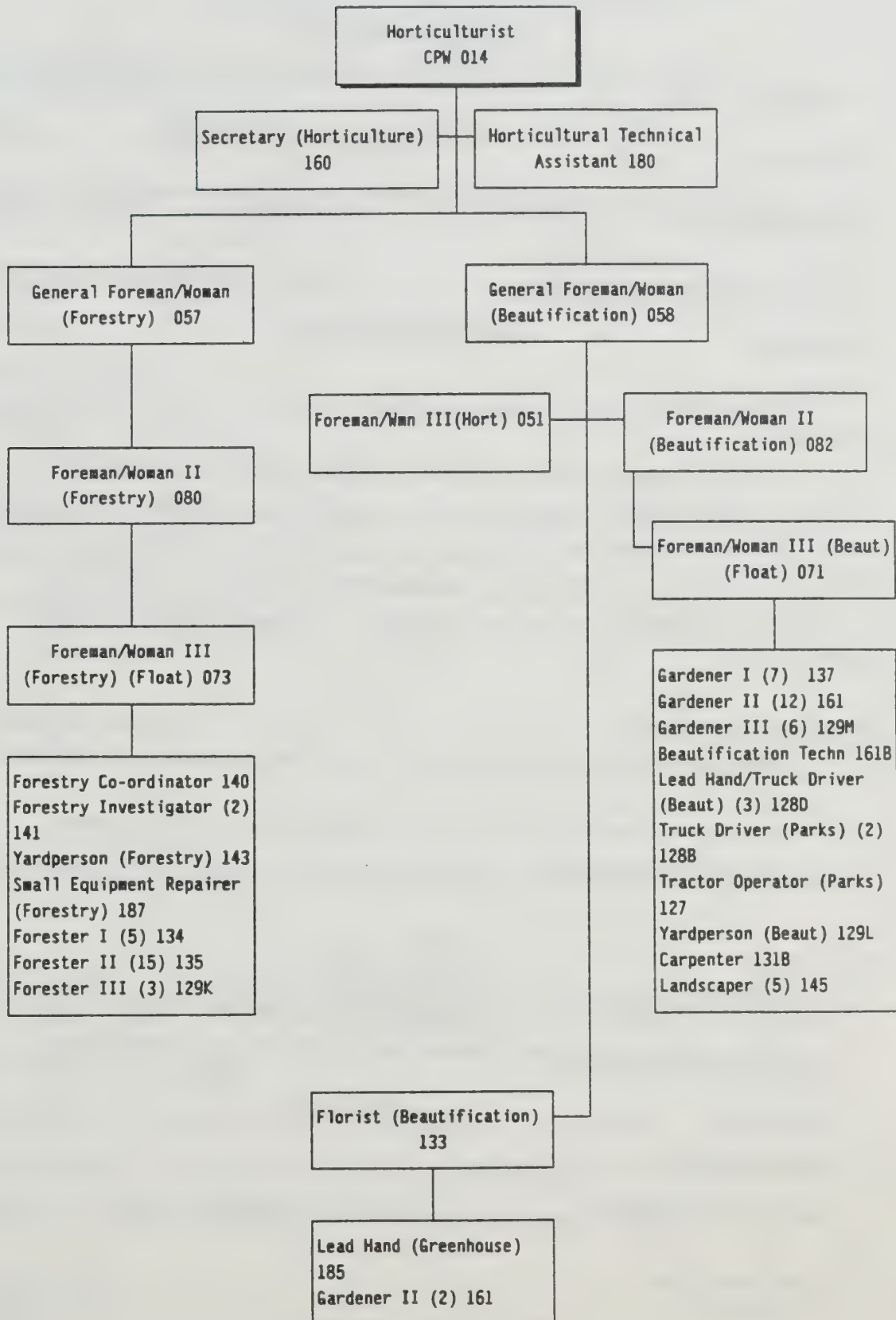
Financial impact will not exceed the Department's current budget apportionment.

BACKGROUND:

In keeping with staffing constraint measures enacted by Council in December, 1992 the Department has "rearranged" its workforce in a manner that is complementary to the services it is required to provide and also, which does not conflict with the overall "hold" on staffing.

In recent years, the Horticultural Division has received a significant increase in landscaping requests. In order to meet this emerging trend, the Department believes a classification of Landscaper, with a total complement of five incumbents, will fulfill this requirement.

By reassigning these five positions, the Department believes it is better equipped to meet a new dimension in the provision of horticultural services without increasing its overall complement.



July 9, 1993

Signature

Date

DECISION OF

JOB EVALUATION REVIEW COMMITTEE

LOCAL 5

OFFICE USE ONLY:FILE #JOB CODE: CPW 145EMPLOYEE NAME: J. Taylor
M. PrimeTELEPHONE:DEPARTMENT/SECTION/DIVISION:JOB TITLE:REVIEW NO:DATE: 1993 Feb 03DECISION:↓
Note to
Analyst:

The Committee reviewed this situation with Marg. Walton and employees John Taylor & Mark Prime on Monday, Feb 01/93. The department would prefer to combine the duties of 3 jobs (Truck Driver, Tractor Operator & Lead Hand) into a single new position titled "Landscaper Beautification".

Margaret Walton agreed to submit a tentative job description for this position.

RECOMMENDATION:

The Committee will re-convene when Margo sends the Cargo.

DATE INCUMBENT NOTIFIED: _____

J. Taylor
Representative Date

CPW 1993 Feb 03 Union
Management Representative Date

WAGE & SALARY USE ONLY:NEW GRADE: _____NEW RATE: _____TITLE CHANGE: _____ORG CHART AMENDED: _____PAYROLL ADVISED: _____

c.c. Department Head
Incumbent(s)
Union

DECISION OF

JOB EVALUATION REVIEW COMMITTEE

LOCAL 5

OFFICE USE ONLY:FILE #JOB CODE: CPW 145EMPLOYEE NAME: J. Taylor
M. PrimeTELEPHONE:DEPARTMENT/SECTION/DIVISION:JOB TITLE:REVIEW NO:DATE: 1993 Feb 03DECISION:

↓
Note to Analyst:

The Committee reviewed this situation with Marg. Walton and employees John Taylor & Mark Prime on Monday, Feb 01/93. The department would prefer to combine the duties of 3 jobs (Truck Driver, Tractor Operator & Lead Hand) into a single new position titled "Landscaper Beautification". Margaret Walton agreed to submit a tentative job description for this position.

RECOMMENDATION:

The Committee will re-convene when Margo sends the Cargo.

DATE INCUMBENT NOTIFIED:

X. August
Representative Date

Chris 1993 Feb 03 Union
Management Representative Date

WAGE & SALARY USE ONLY:NEW GRADE:NEW RATE:TITLE CHANGE:ORG CHART AMENDED:PAYROLL ADVISED:

c.c. Department Head
Incumbent(s)
Union

6.

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1993 September 10

REPORT TO: Mrs. Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Mr. J. G. Hindson, P.Eng.
Director of Information Systems

SUBJECT: Expanded Centrex Telephone Service Area (Area-Wide
Centrex)
(INF-93-130)

RECOMMENDATION:

- a) The Director of Information Systems be authorized to proceed with the implementation of "Area-wide" Bell Canada Centrex services in the amount of \$11,000 from Account CH56111-26023 (City Phone Charges)
- b) The City Treasurer be authorized to make telephone budget appropriation changes as required to re-allocate telephone cost allocations from Departments who will have reduced telephone costs to Departments that will experience increased costs.
- c) The net savings, \$10,000 (estimated) per year be removed from the Telephone Accounts effective January 1, 1995.
- d) That implementation be subject to the Region of Hamilton-Wentworth contributing their share of the cost (\$11,000).

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Cost to implement is approximately \$22,000 (\$11,000 City, \$11,000 Region). There have been sufficient telephone cost savings in 1993 to install Area-Wide Centrex in 1994 with no base budget increase. After January 1, 1995 there will be net savings of \$20,000 per year (City and Region).

BACKGROUND:

The City of Hamilton and the Region jointly share a Bell Canada Centrex Telephone System. Through this arrangement both Corporations benefit from reduced costs and a wide variety of shared services such as inward (4 digit) dialling, long distance telephone trunk lines, recorded (after-hours) messages and other features.

The present Centrex Service Area (within which telephones can be connected to the Centralized Centrex system) is the area below the Mountain from the west City of Hamilton limits to Kenilworth Avenue. Any City or Regional telephones within this area can be connected to Centrex. Telephones in City or Regional buildings outside this area are subject to the regular business line rates and cannot be connected to Centrex without incurring additional (trunk line) charges.

As an additional cost-saving measure, Information Systems has had discussions with Bell Canada about the costs and potential savings of expanding the Centrex service area (Area-wide Centrex) to include the Hamilton Mountain and points east of Kenilworth Avenue. This larger area would include many additional City and Regional facilities within the Centrex service area.

The larger Centrex Area will increase the number of City and Regional telephones on Centrex from 80% to 98%. The additional City and Regional telephones included in the Centrex service area will benefit from direct 4 digit dialling, access to the long distance trunk lines for reduced long distance costs, access to call forwarding features and "no-charge" 976 call blocking.

It will take several months to convert these telephones to Centrex but the cost would be recovered in the first operating year and then annual savings would amount to approximately \$20,000 (\$10,000 each for the City and Region). Although there is a net saving, depending on the location of the facility and the current telephone configuration, some Departments will experience increased costs and some decreased costs. Therefore budget appropriation changes should be made to mitigate the cost changes and recover the net savings.

c.c. CITY OF HAMILTON MANAGEMENT TEAM

7

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1993 September 15

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: J.G. Pavelka, P. Eng.
Chief Administrative Officer

SUBJECT: TASK FORCE TO REVIEW
SUB-COMMITTEE SYSTEM

RECOMMENDATION:

1. That, in view of the significant costs associated with the administration of Sub-Committees (in excess of \$400,000 annually) and, in view of the need to reduce the City's overall administrative costs, a Task Force be established to undertake a review and evaluation of the current sub-committee system with the objective of examining and identifying potential cost savings and efficiencies through a possible reduction/amalgamation or reassignment of sub-committees
2. That the Task Force be comprised of the Chairperson or Vice Chairperson of each of the four (4) Standing Committees
3. That the criteria for the review/evaluation by the Task Force, include, but not be limited to the following:
 - (a) rationalization of costs vs. benefits derived
 - (b) reporting and accountability relationships with Standing Committees
 - (c) examine alternative mechanisms for providing this service with emphasis on the reduction of non-value added activities and better utilization of resources
 - (d) examine how and why activities are done to ensure a sound foundation for rearranging, redesigning and streamlining the sub-committee system
 - (e) review need for frequency of all meetings including sub-committees which are retained
 - (f) evaluate impact of change

4. That the Task Force be requested to complete its review and submit a proposal/action plan for implementation effective January 1, 1994.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

It is anticipated that a reduction in the number of sub-committees will provide significant cost saving opportunities in the following areas:

- (a) Indirect costs associated with meeting time
 - time spent by staff at meetings
 - staff time for preparing reports, correspondence, agendas and minutes of meetings
- (b) Associated directed costs
 - meals
 - coffee/refreshments
 - printing/mailing

BACKGROUND:

According to the attached organizational chart marked as Appendix "A", there are:

- 4 Standing Committees reporting to City Council
- 3 Special Purpose Committees
- 26 Sub-Committees reporting to the various Standing Committees
- 3 Local Boards
- 13 Committees appointed by Council but do not report directly to Council
- 17 Committees to which Council appoints members but do not report to Council

An estimate of the direct and indirect costs associated with the various sub-committees is set out in Appendix "B" attached. The costs identified relate only to time spent by staff attending meetings, preparing reports, agendas, correspondence and minutes as well as the administering and co-ordinating events associated with the sub-committee functions and activities.

These costs do not reflect the time spent by members of City Council and citizen appointees to the various committees.

JGP:JT:dd

Attach.

c.c.: Management Team

APPENDIX "A"



REVIEW OF COMMITTEES OF CITY COUNCIL (excluding Standing Committees)				
Committee	Total Annual Staff Costs	Additional Costs		Total Annual Costs
		Coffee/M meal Orders	Printing	
Hamilton Scourge Committee (SD)	\$720.00	\$100.00	\$80.00	\$900.00
Hamilton Historical Board (KC)	\$10,190.00	\$1,740.00	\$1,750.00	\$13,680.00
Parks & Rec. Citizens Adv. Sub-Committee (KC)	\$9,880.00	\$870.00	\$1,750.00	\$12,500.00
New Crystal Palace Sub-Committee (TA)	\$3,190.00	\$1,390.00	\$750.00	\$5,330.00
Hamilton Veterans Committee (CT)	\$1,900.00	\$800.00	\$120.00	\$2,820.00
Arts Advisory Sub-Committee (SR)	\$8,130.00	\$3,370.00	\$840.00	\$12,340.00
Hamilton Status of Women Sub-Committee (CT)	\$36,080.00	\$1,780.00	\$1,800.00	\$39,660.00
Hamilton Farmers Market Sub-Committee (SG)	\$16,920.00	\$540.00	\$840.00	\$18,300.00
French Sub-Committee (CT)	\$1,440.00	\$1,610.00	\$530.00	\$3,580.00
Taxi Advisory Committee (SG)	\$12,600.00	\$800.00	\$900.00	\$14,300.00
English Language Sub-Committee (SG)	\$2,730.00	\$240.00	\$420.00	\$3,390.00
Advisory Ctte on Equitable Representation (CT)	\$270.00	\$10.00	\$200.00	\$480.00
Keep Hamilton Clean Committee (CT)	\$6,110.00	\$270.00	\$1,050.00	\$7,430.00

REVIEW OF COMMITTEES OF CITY COUNCIL (excluding Standing Committees)				
Committee	Total Annual Staff Costs	Additional Costs		Total Annual Costs
		Coffee/M Meal Orders	Printing	
Local Architectural Conservation Adv. Cttee (CT)	\$16,210.00	\$2,170.00	\$2,200.00	\$20,580.00
Licensing Committee (SG)	\$15,800.00	\$2,000.00	\$1,680.00	\$19,480.00
Mayor's Race Relations Committee (SG)	\$16,880.00	\$2,520.00	\$840.00	\$20,240.00
Mayor's Race Relations Advisory Council (SG)	\$4,680.00	incl. in MRRC	\$1,480.00	\$6,160.00
Property Standards Committee (SR)	\$2,980.00	\$40.00	\$880.00	\$3,900.00
Municipal Non-Profit Housing Corp. (TA)	\$4,500.00	\$770.00	\$1,250.00	\$6,520.00
Court of Revision (SR)	\$4,180.00	\$50.00	\$900.00	\$5,130.00
Hamilton Housing Company Limited (TA)	\$2,810.00	\$90.00	\$600.00	\$3,500.00
Canadian Football Hall of Fame Cttee (TA)	\$2,260.00	\$1,570.00	\$1,100.00	\$4,930.00
Canusa Games Board of Directors (CT)	\$5,650.00	\$1,450.00	\$1,000.00	\$8,100.00
Central/Beasley Neighbourhood Plan Committee	\$5,640.00	to be determined	to be determined	\$5,640.00
Ferguson Avenue Redevelopment Advisory Committee	\$11,280.00	" "	" "	\$11,280.00
Central Area Plan Implementation Committee	\$8,340.00	" "	" "	\$8,340.00

REVIEW OF COMMITTEES OF CITY COUNCIL (excluding Standing Committees)				
Committee	Total Annual Staff Costs	Additional Costs		Total Annual Costs
		Coffee/M meal Orders	Printing	
Business Land Use Advisory Committee	\$830.00	to be determined	to be determined	\$830.00
Parks Staff Advisory Committee	\$3,350.00	" "	" "	\$3,350.00
Beach Neighbourhood Plan Implementation Committee	\$10,520.00	" "	" "	\$10,520.00
Kirkendall Neighbourhood Plan Review Committee	\$2,440.00	" "	" "	\$2,440.00
Urban Design Committee	\$10,650.00	" "	" "	\$10,650.00
Committee of Adjustment	\$127,920.00	" "	" "	\$127,920.00
Durand Neighbourhood Plan Advisory Committee	\$1,230.00	" "	" "	\$1,230.00
Land Division Committee	\$21,060.00	" "	" "	\$21,060.00
Wheelchair Accessibility Committee	\$5,950.00	" "	" "	\$5,950.00
Freedom of Information Committee	\$420.00	" "	" "	\$420.00
Second Level Lodging House Committee	\$1,710.00	" "	" "	\$1,710.00
Business Improvement Association	\$7,060.00	" "	" "	\$7,060.00
Golf Advisory Sub-Committee	\$3,600.00	" "	" "	\$3,600.00
Development Charges Committee	\$420.00	" "	" "	\$420.00

REVIEW OF COMMITTEES OF CITY COUNCIL (excluding Standing Committees)				
Committee	Total Annual Staff Costs	Additional Costs		Total Annual Costs
		Coffee/M Meal Orders	Printing	
CN Station Citizens Advisory Committee	\$3,900.00	to be determined	to be determined	\$3,900.00
Go Transit Advisory Committee	\$4,980.00	" "	" "	\$4,980.00
West Harbourfront Dev. Steering Committee (KC)				
Mum Show Sub-Committee (TA)				
Sports Hall of Fame Sub- Committee (KC)				
Sesquicentennial Celebrations Committee (SR)				
TOTALS	\$417,320.00	\$24,180.00	\$22,960.00	\$464,460.00

1993 September 16

LEGEND

 - denotes a new Committee

Committee Secretaries: KC - Kevin Christenson TA - Tina Agnello SR - Susan Reeder
SG - Stella Glover CT - Charlene Touzel SD - Steve Dembe

The following Committees have their own budgets:

Hamilton Veterans Committee	(\$16,260.)
Hamilton Status of Women Sub-Committee	(\$11,280.)
Keep Hamilton Clean Committee	(\$12,300.)
Mayor's Race Relations Committee	(\$12,880.)
Canusa Games Board of Directors	(receives \$40,000. every year from the Department of Culture and Recreation and also maintains its own accounts for monies collected through its various fundraising projects)

Note: All meetings listed above are held in Meeting Rooms at City Hall except for occasional meetings of the Hamilton Status of Women Sub-Committee that are held in Hamilton Women's Organizations.

Printing Costs listed are for agenda costs only. Mailing Costs are absorbed into general fund.

All monetary figures are rounded off to the nearest \$10.00

CITY OF HAMILTON
- RECOMMENDATION -

8.

DATE: 1993 August 26

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Susan K. Reeder, Secretary
New Task Force on Grants

SUBJECT: Recommendations of the New Task Force on Grants

RECOMMENDATION:

- (a) That 5% of the total grant budget allocation be reserved for grants for "special projects" for groups that have not previously received funding; and,
- (b) That Sub-section (f) of Section 4 of the General Grants Policy respecting the processing of grant applications be amended to limit the grant amount to a maximum of 20% of the applicant's total operating budget, after the initial year of an approved grant; and,
- (c) That the General Grants Policy be amended to allow for only those groups requesting funding for the first time to be invited to make a five minute verbal presentation to the Committee of the Whole and all others be allowed to make written presentations; and,
- (d) That the base amount for the general grant allocation in the City budget be amended annually based on the previous year's growth of assessment; and,
- (e) That Sub-section 4 of Section 2 of the General Grants Policy respecting Categories be deleted; and,
- (f) That the Christmas Lighting Program and the Fire Department Band be moved from the Committed Grants Allocation to the General Grants Process.

Susan K. Reeder.

/ 2 ...

1993 August 26
Susan K. Reeder, Secretary
Finance and Administration Committee
Page Two

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

The base amount for the City's general grant allocation would fluctuate annually based on the growth of assessment. A reduction in the number of verbal presentations from grant applicants would reduce the meeting time, and allow Council members a longer deliberation process on the grant amounts to be approved for all groups applying.

Reduction to the grant maximum amount from its present limit of 25% to a reduced amount of 20% would reduce the amounts given to those applicable groups, but would allow for a greater distribution proportion to all groups receiving funds.

BACKGROUND:

During a review of the 1992 General Grants, the Finance and Administration Committee, at its meeting held 1992 January 23rd, approved a recommendation to establish a Special Committee to review the possibility of implementing a "Grandfather clause" policy for grants to all organizations. A Grants Grandfather Task Force was established and Aldermen B. Charters, F. Eisenberger and T. Anderson were appointed to serve on this Task Force.

The Task Force's stated objective was to "facilitate the demands for Grant Funds and allow as much as possible the opportunity for new organizations to receive Grant funds". With this objective in mind, the Task Force applied the basic principle "that all organizations are to be phased out over a maximum five year period".

The Report of the Task Force was presented to the 1993 April 8th meeting of the Finance and Administration Committee. As a result of a division in philosophical approaches to the objectives of municipal grants, the Finance and Administration Committee tabled the report of the Task Force and established a New Task Force on Grants. The new Task Force consisted of members of Council who represent all views on this issue, and Mayor Morrow, Aldermen Cooke, Eisenberger, Agostino, Agro and Drury were appointed.

The Task Force has met on three occasions, and in an effort to meet the philosophical approaches of all concerned, the Task Force presents the above noted recommended amendments to the City's General Grants Policy.

SKR

cc Kevin Beattie, Grants Co-Ordinator
Cheryl York, Arts Co-Ordinator

City of Hamilton

IMPACT OF PROPOSED GENERAL GRANT POLICY CHANGES**A) Allocation for New Grants**

Based on total 1993 Grants Budget (\$448,290 x .05)

\$22,420

Based on total 1993 General Grants (\$295,000 x .05)

\$14,750

(NOTE: in 1993 successful New Grant applicants received \$17,500 or 3.9% of total Grants Budget or 5.9% of total General Grants)

B) Maximum Operating grant as a Percentage of applicants Budget

	Operating Budget	1993 Grant	Existing %	Grant at 20%	Amount of Grant Reduction
1. Catholic Family Service	\$ 1,000	\$ 500	50.0%	\$ 200	\$ (300)
2. Hamilton All Star Jazz Band	18,000	4,000	22.2%	3,600	(400)
3. Hamilton Concert Band	14,200	3,000	21.1%	2,840	(160)
4. The Hamilton Safety Council	33,700	19,000	56.4%	6,740	(12,260)
5. Hamilton Selects Women's Soccer	1,950	500	25.6%	390	(110)
6. Hamilton Sports Challengers	3,125	1,000	32.0%	630	(370)
7. Ontario Visually Impaired Golfers Corp.	1,000	1,000	100.0%	200	(800)
8. The Volunteer Centre of Hamilton & District	10,000	10,000	100.0%	2,000	(8,000)
	<u>\$82,975</u>	<u>\$39,000</u>	<u>47.0%</u>	<u>\$16,600</u>	<u>\$ 22,400</u>

C) Potential Growth of annual Grants Budget (based on 1993 information)

1992 Assessment Growth .06%

Grants Budget Increase \$26,900

1993 GRANTS BUDGET - AN OVERVIEW

1992 BUDGET	\$448,290
1992 ACTUAL	\$467,472
1993 BUDGET	\$448,290
LESS:	
COMMITTED GRANTS:	
PUBLIC HOUSING	\$100,890
McMASTER/MOHAWK UTILITIES	\$14,000
CHRISTMAS LIGHTING PROGRAM	\$6,000
FIRE DEPARTMENT BAND	\$6,200
ADVERTISING GRANT APPLICATIONS	\$1,200
	\$128,290
	(\$128,290)
	\$320,000
CONVENTION/RECEPTION ALLOCATION	(\$25,000)
	\$295,000
1993 GENERAL GRANT FUNDS	
ALLOCATED GENERAL GRANT FUNDS -	\$224,500
UNALLOCATED GENERAL GRANT FUNDS -	\$70,500
TOTAL GENERAL GRANT FUNDS	\$295,000

Recommendation proposes that these "Committed Grants" be included in the General Grant process

9. (a.)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1993 September 14

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

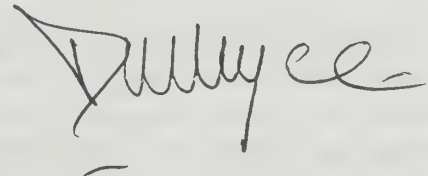
FROM: D. W. Vyce
Director of Property

SUBJECT: Fair Wage Policy of the City of Hamilton

SEP 14 1993

RECOMMENDATION:

That the City of Hamilton adopt the Fair Wage Policy attached hereto as Appendix "A", which would apply on all construction contracts with the City.



FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

During the month of December, 1992, the Regional Municipality of Hamilton-Wentworth approved a new Fair Wage Policy which was arrived at after significant discussion with industry representatives. The Region's Policy has been in effect since 1993 January 1 and has been applied consistently on Regional projects with success. The language in the Region's Policy provides a clear understanding with respect to the application of a fair wage.

While it has been the practice of the City of Hamilton that fair wages be paid on the City's construction projects for the past many years, there is no formal separate policy with respect to fair wages as such. A reference to the payment of fair wages is included in the City Purchasing Policy and is included under the heading, "Supplementary General Conditions" of the City's "front-end" specifications for construction projects".

City staff have reviewed the Fair Wage Policy of the Region. We believe the City should adopt the same policy, substituting of course, the name of the City of Hamilton in place of the Region. The application of a Fair Wage will then be applied in the exact fashion for all construction projects within the entire Region. For the sake of consistency alone, we believe this to be advantages for all concerned.

The new policy on Fair Wage will apply to all construction contracts with the City and apply to all City Departments who are engaged from time to time in construction i.e. Property Department, Public Works, Parks Division, Parking Authority, Culture & Recreation.

Under the procedures, the Human Resources Centre will prepare and review the Fair Wage Schedule from time to time and recommend amendments thereto to City Council.

The Director of Property or designate will review the Fair Wage Policy from time to time and recommend to Council any required amendments thereto.

The Policy throughout makes reference to the Director of Property or his designate. It is contemplated that the Director of Property will co-ordinate policy review and revisions from time to time with other departmental personnel.

It is also contemplated that each Department initiating a construction project will be responsible for the application and administration of the City's Fair Wage Policy with respect to their own particular project. Hence, the word "designate". The Policy clearly covers the posting of the Fair Wage Policy and Fair Wage Schedule on every construction project site and the process for submitting and evaluating complaints and the consequences of non-compliance.

DWV/dcr
attch.

Joe Pavelka, Chief Administrative Officer
P. Noé Johnson, City Solicitor
Allan C. Ross, Treasurer
R. Sugden, Director of Culture & Recreation
D. Lobo, Director of Public Works
D. Lobo, Director of Public Works
Attention: B. Chrystian
P. G. Baker, General Manager
T. Bradley, Manager of Purchasing
R. Martiniuk, Manager, Architectural Division
R. Swan, Manager, Building Operations & Maintenance Division
R. Desnoyers, Assistant Manager, Building Operations & Maintenance Division
John Johnston, Commissioner of Human Resources
Attention: E. Herechuk

FAIR WAGE POLICY *

POLICY STATEMENT

On all construction contracts with the City, every contractor and sub-contractor shall pay or provide wages, benefits and hours of work to their employees, in accordance with the Fair Wage Policy and the Fair Wage Schedule of The Corporation of the City of Hamilton.

DEFINITIONS

In this Policy:

- (a) "benefits" means a pension plan or RRSP's (or equivalent), major medical plans, dental plans, vacation entitlement and public holiday entitlement;
- (b) "contract" means any construction contract entered into between the City and a contractor and the various sub-contracts to that contract;
- (c) "contractor" means any person, firm or corporation having a contract with the City for the performance of construction work but does not include any person, firm or corporation that only supplies materials for the contract;
- (d) "employees" means those persons employed by the contractor or sub-contractor in positions, classifications, trades or any combination thereof identified in the Fair Wage Schedule, for the performance of construction work on a contract with the City;
- (e) "Fair Wage Schedule" means the schedule of wages, benefits and hours of work for the performance of construction work on all City contracts, as approved and as amended from time to time by City Council;
- (f) "hours of work" means the regular hours of work per day and week and shall include a provision for the payment of overtime beyond such regular hours, as per the Employment Standards Act of Ontario.
- (g) "City" means The Corporation of the City of Hamilton, its officers, officials, employees and agents or any of them;
- (h) "City Council" means the Council of The Corporation of the City of Hamilton;
- (i) "sub-contractor" means any person, firm or corporation performing construction work under an agreement with a contractor having a contract with the City or an agreement under the contractor with another sub-contractor for the performance of construction work but does not include any person, firm or corporation that only supplies materials for the contract; and
- (j) "wages" means the basic hourly rate of pay for each position, classification and trade as per the Fair Wage Schedule.

PROCEDURES

1. (a) The City's Commissioner of Human Resources or designate will prepare and review the Fair Wage Schedule from time to time and recommend to the appropriate Standing Committee of City Council, those amendments to the Fair Wage Schedule which are required to reflect the prevailing wages, benefits and hours of work in the construction industry in the geographical area of the City.

(b) - The City's Director of Property or designate will review the Fair Wage Policy from time to time and recommend to the appropriate Standing Committee of City Council any required amendments to the Fair Wage Policy.
2. The City's Director of Property or designate shall provide to every person bidding on City construction contracts a copy of the Fair Wage Policy and the Fair Wage Schedule. The contractor and its sub-contractor shall not be responsible for any Fair Wage Schedule rate increases which occur after the closing of the tender for the City construction contract on which the contractor is the successful bidder.
3. For all construction contracts with the City, the contractor shall provide to the City, in a form acceptable to the City Solicitor or designate, a sworn statement confirming that the contractor and its sub-contractor are in compliance with the Fair Wage Policy and the Fair Wage Schedule. This sworn statement shall be provided to the City after substantial performance of the contract (as defined in the Construction Lien Act of Ontario) and prior to release of the holdback. The City reserves the right to not release any holdback on a contract until such contractor's sworn statement of compliance is received and deemed to be satisfactory by the City's Treasurer or designate.
4. (a) A contractor is fully responsible for ensuring that all of its sub-contractors comply with the Fair Wage Policy and the Fair Wage Schedule. A sub-contractor is fully responsible for ensuring that all of its sub-contractors comply with the Fair Wage Policy and the Fair Wage Schedule.

(b) A contractor must provide all of its sub-contractors with a copy of the Fair Wage Policy and Fair Wage Schedule before any construction work is performed by the sub-contractors.
5. Any person who has an objection to the administration of the Fair Wage Policy or the Fair Wage Schedule, or both, may make a written request to appear and to make submissions before the appropriate Standing Committee of City Council and such Standing Committee may, in its sole discretion, grant or refuse such request.

POSTING

All contractors must post in a conspicuous place on every construction project site, in a location satisfactory to the City's Director of Property or designate, a copy of the Fair Wage Policy and the Fair Wage Schedule supplied to it by the City and which will include a telephone number by which any inquiry regarding the Fair Wage Policy or the Fair Wage Schedule, or both may be made to the City's Commissioner of Human Resources or designate.

RECORDS

1. (a) The contractor must keep records of the names, addresses, wages paid, benefits paid or provided and hours worked for all of its employees.

(b) The contractor shall make these records available for inspection by the City upon request by the City.
2. The contractor shall, in any agreement with a sub-contractor, require the sub-contractor to,
 - (a) keep records of the names, addresses, wages paid, benefits paid or provided and hours worked for all of its employees;
 - (b) make these records available for inspection by the City upon request by the City; and
 - (c) require its sub-contractor to assume the same obligations in relation to their own employees.

COMPLAINTS

1. Any person may submit a complaint to the City alleging non-compliance with the Fair Wage Policy or the Fair Wage Schedule, or both, by any contractor or sub-contractor performing construction work on a City contract. All complaints must be submitted in writing on a completed "Fair Wage Complaint Form", to the City's Commissioner of Human Resources or designate, at the earliest time but no later than forty-five (45) days following substantial performance of the:
 - (a) relevant City construction contract where a complaint is being made against a contractor; or
 - (b) relevant sub-contract to a City construction contract where a complaint is being made against a sub-contractor.

2. Upon receipt of a completed "Fair Wage Complaint Form" by the City's Commissioner of Human Resources or designate, the City shall take such action as it deems is necessary to determine whether the contractor and sub-contractor involved or named in the complaint is in compliance with the Fair Wage Policy and the Fair Wage Schedule. Any action deemed necessary by the City shall be commenced within thirty (30) calendar days of receipt of a completed "Fair Wage Complaint Form" by the City's Commissioner of Human Resources or designate.
3. The City's Commissioner of Human Resources or designate shall inform the complainant and any contractor or sub-contractor involved or named in the complaint, of the results of the City's determination of contractor's and/or sub-contractor's compliance or non-compliance with the Fair Wage Policy or the Fair Wage Schedule, or both.
4. The City shall make every effort to safeguard the confidentiality of each complainant's identity. However, this information is subject to the provisions of the Municipal Freedom of Information and Protection of Privacy Act of Ontario.

RANDOM INSPECTION AND AUDITS

1. The City retains the right to inspect and audit the records (as referred to in the RECORDS section of this Fair Wage Policy) of the contractor or sub-contractor at any time during the period of the contract and at any time thereafter as deemed necessary by the City. The contractor shall supply certified copies of any such records whenever requested by the City.

COMPLIANCE

1. A contractor or sub-contractor shall be in compliance with the wages requirements of the Fair Wage Policy when it pays to its employees wages equal to or greater than the amount set out in the Fair Wage Schedule.
2. A contractor or sub-contractor shall be in compliance with the benefits requirements of the Fair Wage Policy when the contractor or sub-contractor:
 - (a) provides to its employees a pension plan, RRSP's or equivalent (yearly or other bonuses and profit sharing do not qualify as an equivalent);

or

pays to its employees, in addition to the wages as set out in the Fair Wage Schedule, a dollar amount, on an hourly basis, equal to or greater than the amount for a pension plan, RRSP's or equivalent as set out in the Fair Wage Schedule; and

(b) provides to its employees a major medical plan and a dental plan;

or

pays to its employees, in addition to the wages as set out in the Fair Wage Schedule, a dollar amount, on an hourly basis, equal to or greater than the amount for a major medical plan and a dental plan as set out in the Fair Wage Schedule; and

(c) provides to its employees a vacation and public holiday entitlement which meets the minimum requirements of the Employment Standards Act of Ontario;

or

pays to its employees, in addition to the wages as set out in the Fair Wage Schedule, a vacation and public holiday entitlement which meets the minimum requirements of the Employment Standards Act of Ontario.

3. A contractor or sub-contractor shall be in compliance with the hours of work requirements of the Fair Wage Policy when the contractor or sub-contractor provides to its employees overtime pay for those hours worked in excess of the regular daily and weekly hours of work (as per the Employment Standards Act of Ontario), at an amount not less than one and one half times the wages as set out in the Fair Wage Schedule. Notwithstanding that a contractor or sub-contractor pays wages in excess of the rates as set out in the Fair Wage Schedule, the contractor or sub-contractor shall not, in computing overtime wages payable to an employee, set off against such overtime wages any part of the wages earned by the employee in respect of their regular work period.

CONSEQUENCES OF NON-COMPLIANCE

1. The City's Director of Property or designate upon determining that a contractor or sub-contractor is in non-compliance of the Fair Wage Policy or the Fair Wage Schedule, or both:

(a) shall advise the contractor or sub-contractor, in writing, that it has been determined that the contractor or sub-contractor is in non-compliance and that the contractor or sub-contractor is required to comply immediately; and

(b) may withhold the amount of funds by which the contractor or sub-contractor has been determined to be in non-compliance from any payment owed by the City to the contractor until such time as the contractor or sub-contractor complies; and

- (c) shall assess the cost of the City's inspection, audit or other action as deemed necessary by the City as a result of such determination of non-compliance of the contractor and/or sub-contractor and may deduct such costs from any payment owed by the City to the contractor; and

the amount of funds and costs withheld or deducted in accordance with #1(b)&(c) of the CONSEQUENCES OF NON-COMPLIANCE shall not exceed any payments owed by the City to the contractor under the contract or any payments owed by the contractor to the sub-contractor determined to be in non-compliance under the contract.

2. Where a contractor or sub-contractor has been determined to be in non-compliance with the Fair Wage Schedule for the first time in a five (5) year period, the City's Director of Property or designate may require such contractor or sub-contractor, on the next three (3) City contracts on which the contractor or sub-contractor performs construction work, to submit an accountant's report which verifies the contractor's or sub-contractor's compliance with the Fair Wage Policy and the Fair Wage Schedule. Such accountant's report shall be in a form satisfactory to the City's Treasurer or designate and shall be submitted after substantial performance of the contract (as defined in the Construction Lien Act of Ontario) and prior to the release of the holdback.
3. Where a contractor or sub-contractor has been determined to be in non-compliance with the Fair Wage Schedule for a second or subsequent time within a five (5) year period from the date of the first determination of non-compliance by the City's Director of Property or designate, the City, as approved by City Council, may:
 - (a) refuse to accept bids, quotations or proposals from such contractor on City construction contracts, for a period of two (2) years from the date of City Council approval, save and except any contract the contractor may currently have with the City.
 - (b) not allow such sub-contractor to perform any construction work on any City construction contract, for a period of two (2) years from the date of City Council approval, save and except any contract on which the sub-contractor may currently be performing construction work.
4. Where a contractor or sub-contractor has been determined to be in non-compliance of the Fair Wage Policy by the City's Director of Property or designate, such contractor or sub-contractor may be subject to the same consequences as stated above, in #3 of the CONSEQUENCES OF NON-COMPLIANCE, as approved by City Council.
5. The City's Director of Property or designate shall, upon request, make available a list of all contractors and sub-contractors who have been determined to be in non-compliance with the Fair Wage Policy or the Fair Wage Schedule, or both and are subject to restrictions in accordance with #2, #3, #4, of the CONSEQUENCES OF NON-COMPLIANCE.

6. The City's Director of Property or designate will require a contractor or sub-contractor to substitute, at its own cost, any sub-contractor who, on the first day that the tender for the relevant City construction contract is available for pick-up, is named on the list referred to in #5 of the CONSEQUENCES OF NON-COMPLIANCE above, and is identified as not being allowed to perform any construction work on a City construction contract.
7. The City is not in any way liable, obligated or responsible to any employee, sub-contractor, contractor or any other person for the payment of any monies not paid by a contractor or sub-contractor in accordance with the Fair Wage Policy or the Fair Wage Schedule, or both, and the City assumes no responsibility to such employee, sub-contractor, contractor or any other person for the administration and enforcement of the Fair Wage Policy or the Fair Wage Schedule, or both.

* THIS POLICY SHALL BE READ WITH SUCH GENDER OR NUMBER OR CORPORATE STATUS AS THE CONTEXT MAY REQUIRE.

9.(b.)

CITY OF HAMILTON
- RECOMMENDATION -

SEP 14 1993

DATE: 1993 September 14

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: D. W. Vyce
Director of Property

SUBJECT: Lease - Part of Copps Coliseum
(101 York Boulevard) to The
Society of Management Accountants
of Canada for storage purposes

RECOMMENDATION:

- a) That the City of Hamilton lease 750 square feet of the mall level portion of Copps Coliseum to The Society of Management Accountants of Canada for storage purposes, subject to the following terms and conditions:

Property: South-East quadrant of retail mall level
Copps Coliseum, 101 York Boulevard

Area: 750 square feet

Term:

- a) Five (5) Years
Commencing 1993 October 1
Terminating 1998 September 30
- b) If at any time during the lease the Lessor requires the leased space for use as part of a N.H.L. hockey franchise, then upon ninety (90) days written notice, this lease will be automatically terminated.

Rental Rate:

- a) For five (5) years \$5 per square foot (GROSS), \$3,750 annually, \$312.50 per month, plus G.S.T. and applicable realty and business taxes;

- b) First and last month's rent to be received prior to execution of lease.

Operating Costs: Lessor to pay all operating costs associated with leased space (hydro, heat and air) with exception of realty and business taxes.

Option to Renew: At the sole discretion of the Lessor, a five (5) year renewal will be granted if requested by the Lessee, provided all terms of the lease being complied with, and six (6) months prior to the expiry of the initial term, the new rental rate is agreed upon, other terms and conditions (except no renewal clause) to remain the same.

Tenant Improvements: The Lessee is responsible, at its own cost,

- i) to install all tenant improvements;

All construction drawings (meeting all code requirements) must be submitted to and approved by the Lessor prior to construction.

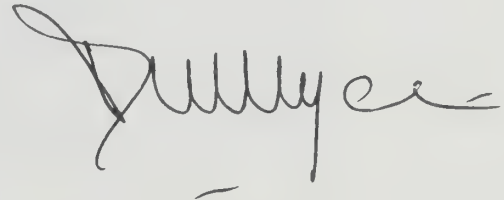
All work to be carried out in a good workmanlike manner meeting all code requirements.

The first three (3) months are a free rent period to assist in Tenant's construction costs associated with the renovations required.

Special Conditions:

- i) That the Lessee, prior to the end of the term and at its own cost, shall (1) remove all alterations, decorations, additions or improvements in or on the leased premises as the Lessor may require to be removed.
 - ii) That the Lessee shall not have a right to assign or sublet this lease.
- b) That the Director of Property, Co-ordinator, Lloyd D. Jackson Square, be directed to apply to the Minister of Municipal Affairs and to C.M.H.C. for approval of the proposed lease.

- c) That the Mayor and City Clerk be authorized and directed to execute the lease and related agreements in a form satisfactory to the Director of Property, H.E.C.F.I., and the City Solicitor.

A handwritten signature in dark ink, appearing to read "D. Powers", is written over the text of item c).

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

The annual rental revenue will be credited to Account No. HE 44171 80083 (Copps Coliseum - Office Rental)

BACKGROUND:

H.E.C.F.I. has been approached by representatives of The Society of Management Accountants of Canada to lease space in Copps Coliseum for storage purposes. The rental rates were established by the Real Estate Division in keeping with the location, rentability use, and lack of capital inducements.

As the need for heat, air and hydro utilities for this use is minimal, the Lessor will be responsible for operating costs with the Lessee paying for realty taxes and business taxes. In addition, the Lessee will be responsible for all of the tenant improvement costs.

On 1993 August 27, the H.E.C.F.I. Board of Directors met and approved the leasing of 750 square feet of space to this group for storage purposes.

MCJW/nw

Attach.

c.c. Joe Pavelka, Chief Administrative Officer

G. Macaluso, Managing Director/C.E.O., H.E.C.F.I.

P. Noé Johnson, City Solicitor

Attention: D. Powers

Allan C. Ross, Treasurer, Treasury Department

Bay Street

York Boulevard

Hamilton
Trade
Centre
Arena

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CITY OF HAMILTON
- RECOMMENDATION -

9.(c.)

DATE: 1993 September 16

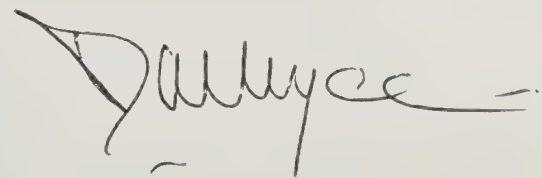
REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: D. W. Vyce
Director of Property

SUBJECT: Amendment to Lease - Part of Copps Coliseum
(101 York Boulevard) to 752413 Ontario Limited
and Champions Fitness Ltd. (Gene Kay and
Michael Watson)

RECOMMENDATION:

- a) That Item 23 of the 15th Report of the Finance and Administration Committee as adopted by City Council on 1993 August 3, be amended by increasing the area leased from 1,900 square feet to approximately 2,600 square feet with the final area to be confirmed by the survey department.
- b) That the rental rates be adjusted accordingly based on a rate of \$4 per square foot (NET).
- c) That the City Solicitor be authorized to amend the Lease Agreement.



FINANCIAL/STAFFING/LEGAL IMPLICATIONS: N/A

BACKGROUND:

Subsequent to the 1993 August 3 Council approval, the Champions Fitness Ltd. people met with Mr. Calder of Copps Coliseum to reinspect the space to be leased and determine that there was approximately 600 square feet of additional space that could be added to the existing 1,900 square feet of their leased space.

In order to add this amount to the Lease Agreement, the City Solicitor requires an amendment to the original Council resolution.

MCJW/nw

c.c. Joe Pavelka, Chief Administrative Officer

G. Macaluso, Managing Director/C.E.O., H.E.C.F.I.

P. Noé Johnson, City Solicitor
Attention: D. Powers

Allan C. Ross, Treasurer, Treasury Department

K. M. Lau, Manager of Legal Surveys, Roads Department

CITY OF HAMILTON
- RECOMMENDATION -

10.

DATE: 1993 September 15

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Stella M. Glover, Secretary
Hamilton Farmers' Market Sub-Committee

SUBJECT: Installation of Parking Meters on York Boulevard

RECOMMENDATION:

- (a) That the Transportation and Environment Committee be requested to consider allowing meter parking, with a 15 minute time limit, on the South Side of York Boulevard between the front of the Hamilton Public Library and MacNab Street, on a six month trial basis.
- (b) That the cost of parking at the above-mentioned meters be at the rate of 50 cents per 15 minutes.
- (c) That the Traffic Department be requested to investigate the feasibility of a combination of metered parking and a loading zone at the above-mentioned location and prepare a report in this regard.

Stella Glover

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

The revenue generated by the installation of parking meters will be dependant upon the number of metered spaces allowed, the rate charged per 15 minutes, and will offset installation costs.

BACKGROUND:

The Hamilton Farmers' Market Sub-Committee have been concerned for some time with the lack of short-term parking facilities at the Farmers' Market in order for patrons to pick up goods.

Mr. Peter Baker, Manager of the Hamilton Parking Authority and Mr. Christopher Van Berkel, Traffic Legislative Co-ordinator, attended the meeting to address a suggestion that parking meters be installed on the south side of York Boulevard outside the Farmers' Market.

Mr. Baker stated that the Parking Authority would support this proposal because people already parked in that area and this would legalize and allow revenue to be collected at that location.

However Mr. Van Berkel of the Traffic Department, expressed concern that such parking meters, if installed, would be fully utilized with the result that people would then "double park" in the second traffic lane to pick up goods. He further pointed out that at the present time vehicles could stop for up to two hours at that location as it was a loading zone.

After consideration the Committee agreed that a combination of parking meters and loading zone may be appropriate at the Farmers' Market location and therefore made the foregoing recommendation.

cc: Alderman D. Agostino, Chairperson, Hamilton Farmers' Market Sub-Committee
Stephanie Miller, Market Manager
Peter Baker, Manager, Parking Authority
Christopher Van Berkel, Traffic Department
File

SG/jt

CITY OF HAMILTON
- RECOMMENDATION -

11.(a.)

DATE: 1993 September 15

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Allan C. Ross
Treasurer

SUBJECT: Realty & Business Tax Arrears and Collection Procedures

RECOMMENDATION:

- 1) The Treasurer be authorized and directed to:
 - (a) Prepare a "request for proposal for the collection of business taxes" to be circulated to the various collection agencies and bailiffs with a view to reviewing alternatives for the collection of business tax accounts.
 - (b) Review the current process of utilizing the Assessment Review Board to hear tax appeals under Section 442 of the Municipal Act with the City Clerk and City Solicitor and prepare a report on the feasibility of transferring this process to the City of Hamilton.
- 2) The City of Hamilton's tax collection procedures be amended to include the following:

Business Taxes:

- a) The implementation of in-house collection procedures including further notices/telephone calls by staff for all accounts in excess of \$ 5,000 subsequent to final notice to business taxpayers and prior to the accounts being forwarded to the collection agency.
- (b) Utilize the services of bailiffs to make seizures, if necessary, where the collection agency is unable to enforce collection and the business continues to operate.

Realty Taxes:

- a) Implementation of a "final notice" in the form of a personalized letter from the Treasurer just prior to proceeding with the registration of properties in arrears.
- b) Implementation of an additional notice from the Treasurer to property owners with arrears in excess of one years taxes.



FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

BACKGROUND:

On July 16, 1992, a comprehensive information report on the status of realty and business tax arrears as at June 30, 1992 and the City's current tax collection procedures was provided to the Finance and Administration Committee. It was noted in that report that realty and business tax arrears were escalating and were reaching historically high levels.

At that time, our analysis of realty tax arrears, which are secured against the property, indicated that a small number of large accounts represented a large share of the total realty tax arrears and collection efforts were to be focused towards those larger accounts. We also pointed out that the majority of the realty tax arrears were for current and prior years taxes rather than the 3+ years in which properties were eligible for tax registration.

In the case of business taxes, which are not secured against the property, it was noted that while business tax write-offs would be higher than previous years, the present aggressive business tax collection procedure would be continued in an attempt to lower tax arrears in this area.

The purpose of this report is to advise the Committee on the status of business and realty tax arrears as at June 30, 1993, evaluate the effectiveness of our current collection procedures/policies and make recommendations for short term and long term improvements to the system.

PART "A" - CURRENT STATUS OF REALTY AND BUSINESS TAX ARREARS

The following is a comparison of the overall status of realty and business tax arrears as at June 30, 1991, 1992 and 1993:

	<u>1991</u>	<u>1992</u>	<u>% INCREASE</u>	<u>1993</u>	<u>% INCREASE</u>
Realty	\$52.7M	\$62.0M	17.6+	\$74.5M	20.1+
Business	<u>7.0M</u>	<u>8.7M</u>	25.4+	<u>11.2M</u>	28.0+
Total Arrears	<u>\$59.7M</u>	<u>\$70.7M</u>	18.5+	<u>\$85.7M</u>	21.1+

Attached is Exhibit "A" which shows an analysis of both realty and business tax arrears for the past 5 years. You will note that both the realty and business tax arrears are historically higher in June of each year than at year end by a notable margin. In percentage terms, the highest annual rate of increase of both realty and business tax arrears was experienced from December 1989 to December 1990 (63%). Since that time the rate of increase has slowed considerably but is still in the 20%-30% range annually. The percentage of total tax arrears to total levy has also increased from 5.8% in December 1988 to 13% in December 1992.

While these figures show a steep increase in uncollected taxes, it is interesting to note the trends in actual dollars collected over the same period.

	<u>1991</u>	<u>1992</u>	<u>% INCREASE</u>	<u>1993</u>	<u>% INCREASE</u>
Realty	\$263.0M	\$276.1M	5.0	\$278.4M	.9
Business	<u>56.2M</u>	<u>56.0M</u>	-.4	<u>55.6M</u>	-.8
Total Collected	<u>\$319.2M</u>	<u>\$332.1M</u>	4.6	<u>\$334.0M</u>	.6

Dollars collected have in fact increased over the period. Their rate of increase, however, has not kept pace with the growth in outstanding taxes (current and arrears), hence, the growth in tax arrears.

While staff have not completed a detailed survey of tax arrears in other municipalities, it is our understanding that most municipalities are encountering similar problems with increases in tax arrears. Hamilton has traditionally encountered higher realty tax arrears than other municipalities.

Realty Tax Arrears

Exhibit "B" illustrates the aging of the realty tax arrears as at June and December for the past 5 years. You will note that prior to 1993, the majority of the increase occurs in the current and first two years arrears. This trend is now starting to shift into the 3 year category where there is a flow through of the prior years arrears into the area where these properties are subject to tax registration procedures. As indicated in this illustration, the realty tax arrears in this category increased from \$1.2M in June, 1992 to \$3.6M in June, 1993 which is an increase of \$2.4M or 200% over this 1 year period. It should also be noted that this \$3.6M represents only the portion of the taxes over 3 years in arrears on those properties subject to tax registration. The total arrears applicable to this category of properties amounts to \$15.6M.

Exhibit "C" represents an analysis of the outstanding realty taxes as at August 31, 1993 (June 1993 comparative figures in this format were not available). As indicated, there were 13,068 properties in the City of Hamilton with tax arrears. Approximately 10,900 were single owner residential properties owing \$ 21.5M or 34.1% of the total realty tax arrears. The balance of 2,215 properties were multi residential, commercial, and industrial properties owing \$ 41.5M or 65.9 % of the total amount outstanding.

The upper portion of this exhibit shows the distribution of the arrears owing per property. There were approximately 12,200 properties with arrears of less than \$10,000 owing a total of \$ 22.7M or 36% of the total arrears. The remaining 847 properties owe arrears of \$ 40.1M or 64% of the total outstanding. **In other words, 93% of the properties in arrears owed 36% of the total while 7% of the properties in arrears owed 64% of the total.**

From January 1992 to January 1993 the number of properties subject to registration increased from 702 to 1,128 an increase of 426 properties or 60.1% from the prior year. As at June 30, 1993 as a result of ongoing payments and payment arrangements, 545 properties remained subject to the tax registration process. At the time of this report, 23 properties had been registered in 1993 for tax arrears in accordance with the Municipal Tax Sales Act. While this process has been delayed in 1993, it will be pursued for the remainder of the year. During 1992, 110 properties were registered through this process and to date 78 of these have been paid in full. It is forecasted that tax arrears certificates could be registerable on the titles of over 522 properties in 1993 unless sufficient payment is received or acceptable payment arrangements are arrived at before the registration date.

Presently there are 26 properties which have not been redeemed within the one year period and are being reviewed to confirm proper procedures have been followed. The properties will be offered for sale for tax arrears by tender in accordance with the Municipal Tax Sales Act unless paid off in full. Since 1989, only 10 properties have been sold for tax arrears. Of these, only 2 have been owner occupied properties. The remaining properties were vacant land or unoccupied buildings. The current collection procedures allow the property owner every opportunity to make payment over the three year period prior to registration and the Treasury Department is prepared to accept reasonable payment arrangements and register the property only as a last resort. After the property is registered, the taxpayer has the opportunity to redeem the property by making payment in full at any time prior to the sale.

Business Tax Arrears

As indicated on the attached Exhibit "A", business tax arrears continue to increase at a rate not seen in recent history. Increased numbers of business closures, bankruptcies and a general economic sluggishness over the past three years are contributing factors in this regard. Business tax write-offs were \$440,000 in 1991, \$750,000 in 1992 and they are likely to exceed \$1,000,000 in 1993. As noted in previous reports to the Committee, for the purpose of collection of insolvent accounts, the City's status is that of an unsecured preferred creditor. Accordingly, the City's claim is satisfied after the Federal and Provincial Governments (Income Tax, Sales Tax, Worker's Compensation, etc.) any claims for wages owed employees and any secured creditors.

Included in the \$11.2M business tax arrears as at June 30, 1993 is an amount of \$2.7M in outstanding appeals under Section 442 of the Municipal Act which are presently being heard by the Assessment Review Board. The majority of these accounts are out of business and have been overbilled for taxes in 1993. These adjustments will be made to the remission account and partially recovered from the Region and School Boards based on their percentage of levy (75% of amount is recoverable).

PART "B" - EVALUATION OF CURRENT COLLECTION POLICIES/PROCEDURES

The City's current realty and business tax collection procedures are outlined on the attached Exhibits "D" and "E". While these procedures were adequate in normal times, it has become apparent that revisions are necessary to allow the City to maintain its cash position with respect to the collection of these outstanding accounts given the current economic environment. Similarly changes are required to our internal processes and procedures to respond to present circumstances. It should be noted that the present tax system, around which our collection procedures were designed, was implemented in the early 1960's and we are in the process of implementing a new tax system which is scheduled for installation in 1995.

There is an increasing need for more personal contact and communication with taxpayers who are in arrears in order to make a better assessment of their financial situation and determine the proper course of action. This can no longer be accomplished by a series of computer generated tax bills, reminder notices, etc.

The following is a summary of some observations of the impact the current economic conditions have had on staff resources and other areas of concern which have developed in recent years that should be addressed:

Realty Taxes

- The increase in the number of properties subject to tax registration procedures requires additional staff resources in terms of title searches, notices to interested parties, payment arrangements, etc.
- In recent years the Treasurer has forwarded personalized letters to all property owners with arrears in excess of \$50,000 with encouraging results. Also, in 1993 a new procedure of forwarding a personalized "final notice" to all taxpayers prior to the registration of the property generated a 26% response rate in the form of payment arrangements.

Business Taxes

- With the increasing number of out of business accounts, bankruptcies, appeals, etc., there has been a corresponding demand for additional maintenance and monitoring of accounts in the business tax area in terms of tracking accounts through the system.
- It has become increasingly more difficult over the past few years to deal with City of Hamilton business tax appeals on a timely basis. City tax appeals are heard by the Assessment Review Board on the City's behalf. I understand that there has been a realignment of the Board's area of responsibility which has placed an additional burden on their staff. Also, we have been verbally advised that the Board is considering the implementation of a processing fee in 1994 to municipalities of \$10.00 per appeal which would amount to an additional expenditure of approximately \$30,000 to the City based on present activity levels. It is imperative that these appeals be dealt with on a timely basis in order to allow the Treasury Department to revise and re-bill business tax accounts for the balances owing and provide refunds to taxpayers where an overpayment has been made.

- The City of Hamilton has utilized the services of The Financial Collection Agencies for many years for the collection of business taxes. With the economic situation that has existed over the past few years, the number of accounts and the dollars assigned to this agency has increased substantially. It would appear to be in the City's best interests to review our present collection agency and to consider the use of alternate or multiple collection agencies which could promote greater collection efforts and a greater return per collection dollar spent.

PART "C" - SHORT TERM ACTIONS

In any consideration of expanded collection efforts it is necessary to consider the effects of such efforts upon ratepayers already under severe pressures due to their economic circumstances. A balanced process to optimize collections while being sensitive to economic realities is the objective.

In order to focus on the increase in tax arrears and provide the necessary resources to deal with this situation, the following measures have been implemented or are being contemplated for implementation as a short term solution to this problem:

- 1) Treasury has met with the Law Department who have agreed and are currently providing staff to assist in the title searches of properties subject to tax registration procedures.
- 2) Treasury will be undertaking a temporary reorganization of the supervisory staff in the Department which will provide for one additional supervisor in the taxation section over the next 6 months to specifically address the realty and business tax arrears as a special project. This supervisor will head up a team of taxation staff who will review and monitor the classification and status of the various accounts, ensure that the appropriate collection action is being taken, make a further assessment of the present billing and collection system and recommendations for improvements in this area. In order to achieve this additional effort in tax arrears from our existing complement, it has been necessary to transfer staff from other areas in Treasury, reducing service levels in those areas accordingly.
- 3) The Treasurer has contacted the Registrar of the Assessment Review Board and arranged for an additional sitting in 1993 to deal with the balance of the outstanding 1992 and 1993 tax appeals. We are attempting to have all outstanding appeals cleared up by year end. Prior to 1987, City Council dealt with these appeals under the authority of the Municipal Act. Staff is reviewing the current process and will be making recommendations as to the feasibility of continuing under the current process.

PART "D" - REVISED COLLECTION PROCEDURES/POLICIES

Realty Taxes

- 1) Improvements to the system of reminder notices to realty taxpayers after 2 years of arrears and prior to the registration of the property with the objective of making these notices more personalized and making the taxpayer more aware of the seriousness of the situation.
- 2) Continuation of the tax registration process where no payments or payment arrangements are made prior to the registration date despite final notification to the taxpayer. This would continue to include the use of tax sales for properties which are not paid off over the necessary period.

Business Taxes

- 1) Preparation of a "request for proposal for the collection of business taxes" to be circulated to the various collection agencies and bailiffs with a view to considering alternative or multiple agencies for increased collection efforts and a greater return per collection dollar spent.
- 2) The introduction of in house collection procedures by further notices/phone calls for all outstanding accounts in excess of \$5,000 subsequent to the final notice to business taxpayers and prior to the accounts being forwarded to the collection agency for further action.
- 3) Treasury will be meeting with the Law Department to discuss the feasibility of utilizing the services of their prosecution team to represent the City with respect to actions taken in small claims court for outstanding business taxes.
- 4) Consider the utilization of a bailiff for accounts still in business where the Collection Agency has been unable to enforce judgements granted by the Courts.

PART "E" - LONG TERM SOLUTIONS AND PLANS FOR REORGANIZATION

As mentioned previously, the City of Hamilton is in the process of designing a new taxation system which is scheduled for completion in January 1995. In conjunction with this new system, the Treasury Department is presently reviewing plans for renovations of the office and reorganization of the taxation and sundry revenue areas to accommodate improvements in revenue administration, arrears collections and customer service areas as indicated on the attached proposed organization chart (Exhibit "F").

With the expected results of the special project effort on arrears noted above, implementation of computerized enhancements and restructuring as noted in Exhibit "E", it is projected that staffing levels in the Revenue Division of Treasury can be down sized by one, while still achieving the improvements in process, procedures and service levels noted above. This outcome will, however, be contingent upon the necessary office renovations and enhanced systems taking place.

The exact form of the restructured organization has not been resolved. In the interim, existing vacancies are only being filled on a temporary basis to ensure maximum flexibility in the restructuring to come.

Conclusion

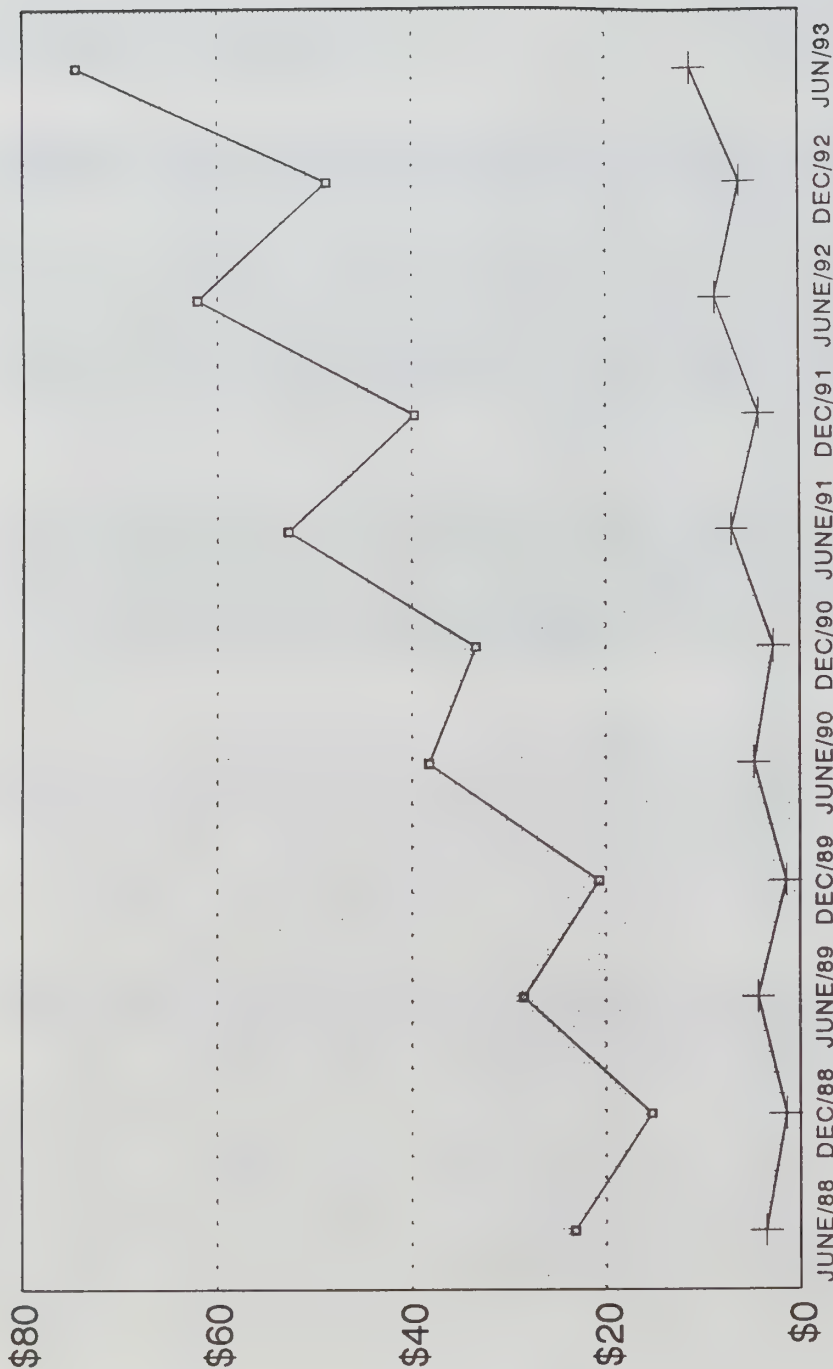
Tax arrears levels continue to grow dramatically. Long standing operational processes and collection procedures which have functioned well in the past are no longer adequate to respond to these arrears and the economic realities of today.

This report proposes organizational restructuring, changes to internal methods and processes and revised collection procedures to attempt to respond to these challenges. Some changes are fully developed and are presented as recommendations for Committee consideration. Other changes are preliminary and require additional work to become ready for implementation. In either circumstance, staff require confirmation from Committee as to the directions being proposed, so that we can move forward with necessary improvements.

TWD:jc
Attachs

THE CORPORATION OF THE CITY OF HAMILTON
TAX ARREARS 1988 - 1993

MILLION \$

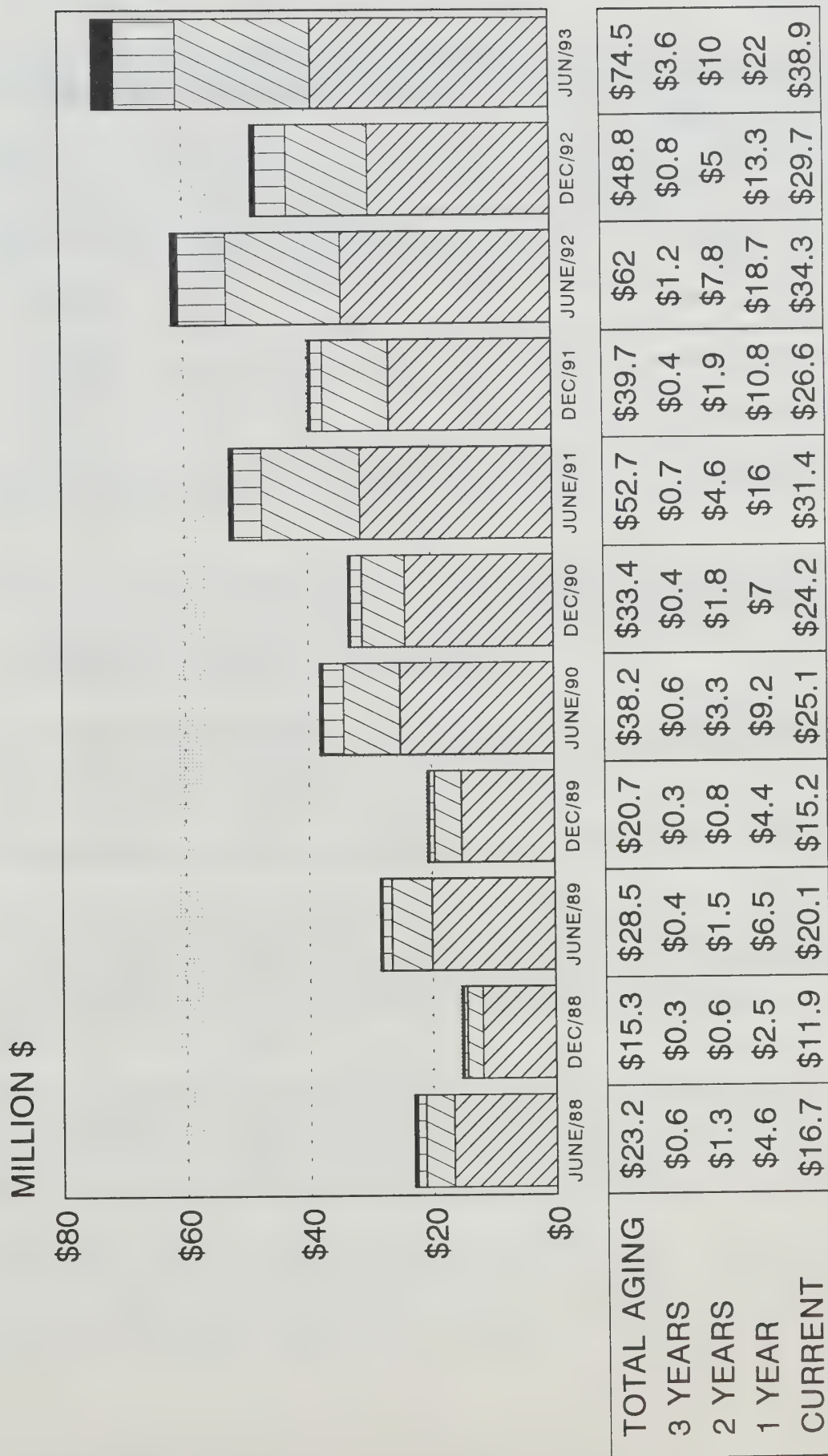


REALTY ARREARS	JUNE/88	DEC/88	JUNE/89	DEC/89	JUNE/90	DEC/90	JUNE/91	DEC/91	JUNE/92	DEC/92	JUNE/93
BUSINESS ARREARS	\$23.2	\$15.3	\$28.5	\$20.7	\$38.2	\$33.4	\$52.7	\$39.7	\$62	\$48.8	\$74.5
TOTAL ARREARS (DEC.)	\$3.5	\$1.4	\$4.3	\$1.4	\$4.7	\$2.7	\$7	\$4.2	\$8.7	\$6.1	\$11.2
% INC. OVER PRIOR YR		16.7		22.1		36.1		43.9		54.9	
% OF TOTAL LEVY		5.8		6.9		9.8		21.7		25.1	

—□— REALTY ARREARS + BUSINESS ARREARS

THE CORPORATION OF THE CITY OF HAMILTON

AGING STATUS OF REALTY TAX ARREARS



AGING OF REALTY TAX ARREARS

☒ CURRENT
 ☒ 1 YEAR
 ☐ 2 YEARS
 ☒ 3 YEARS

COMPOSITION OF REALTY TAX ARREARS AS AT AUGUST 31,1993

<u>\$ IN ARREARS RANGE</u>	<u>NUMBER OF PROPERTIES</u>	<u>% OF PROPERTIES</u>	<u>TOTAL \$ ARREARS</u>	<u>% OF OF ARREARS</u>
0 TO 10,000	12,221	93.5%	\$22,772,892	36.2%
10,000 TO 20,000	404	3.1%	\$5,586,257	8.9%
20,000 TO 50,000	286	2.2%	\$8,808,747	14.0%
OVER 50,000	157	1.2%	\$25,742,526	40.9%
TOTALS	13,068	100.0%	62,910,422	100.0%
PROPERTY DESCRIPTION				
RESIDENTIAL (EST) SINGLE DETACHED, CONDOS, TOWNHOUSES, LINK HOMES, SEMI-DETACHED, VACANT LAND)	10853	83.1%	\$21,454,018	34.1%
MULTI-RESIDENTIAL, COMMERCIAL INDUSTRIAL (EST)	2215	16.9%	\$41,456,404	65.9%
TOTALS	13,068	100.0%	\$62,910,422	100.0%

Realty Tax Collection Procedures

1. Realty tax instalment bills are forwarded to the owner or agent of each taxable property in the first weeks of February, March, May and September. The taxpayer has the option in February and May of paying two instalments at once thereby taking advantage of a prepayment discount offered by the City. Alternatively the instalment due dates are the last working days of February, March, June and September.
2. Throughout the year any arrears carried forward from previous current year instalments or outstanding balances from previous years are shown on the tax bill as arrears and included in the total amount due.
3. In December of each year reminder notices are sent out to the assessed address and the most recent change of address shown on the City's tax records, for all amounts outstanding greater than or equal to \$25.
4. All accounts that will become three years in arrears in January of the following year are sent notices in November of the current year with respect to pending tax registration procedures. The owners are advised to pay that portion of the tax that would become three years in arrears in January.
5. In January all of those properties that have become three years in arrears and have made no arrangement with the Tax department to remit payment on the account are again notified of the situation. At this point they are advised that the City will proceed to register the property for tax arrears with no future notice, should no payment be made or arrangements agreed upon.
6. Once the tax arrears certificate is registered on the property the owner(s) has one full year from date of registration to make payment on the taxes in full. During that year all interested parties as registered on the title of the property, the Sheriff's office and tenants according to the assessment roll are notified of the existing tax arrears certificate on the property.
7. After the one year redemption period expires the file is forwarded to our Law Department to ensure compliance with respect to notification as specified by the act. Once the Law Department verifies that the requirements of the act have been carried out they advise the Tax section to proceed with the sale of the property.
8. The property is sold and upon completion of the sale the tax arrears are paid from the proceeds and the balance is forwarded to the court. Any balance remaining after the court satisfies any other lien holders on the property can be recovered by the original owner after their application to the court.

Business Tax Collection Procedures

1. During the first weeks of February and May of each year, business tax bills for the pre-levy and levy instalments are forwarded to each business tax account as they appear on the most recently returned assessment roll. These bills are due on the last working day of the month in which they are levied.
2. Fifteen days after the due date a "final notice" is forwarded to each business tax account that remains outstanding.
3. All accounts that are not paid, confirmed out of business, or have entered into an acceptable payment arrangement are forwarded to the collection agency on the "special program" in the first week of the month following the sending of the "final notice". During the next thirty day period each account on the program receives a notice from the collection agency and are contacted by phone.
4. After the April "special program" all accounts are returned from the collection agency to the City. The outstanding balances are folded into the May levy billing, and appear as arrears on those bills.
5. Following the July "special program", a reconciliation of accounts collected and outstanding is computed and the outstanding accounts are redirected to the collection agency for regular collection. At this juncture the collection agency works the accounts until:
 - a) They are collected.
 - b) It is confirmed that the business has ceased operation at this address, thereby requiring a tax appeal.
 - c) The agency recommends legal action and requested permission to proceed with same.
 - d) Alternate payment arrangements (e.g. post-dated cheque) are agreed.
 - e) The agency recommends the account be written off as uncollectible.
6. As accounts are processed through the tax or assessment appeal systems, credits are applied to the accounts in accordance with the direction of the respective authoritative bodies.
7. As they are approved by City Council credits are applied to the accounts for recommended write offs.

TREASURY DEPARTMENT REVENUE DIVISION

ARREARS COLLECTION AND ASSESSMENT REVIEW

REVENUE ADMINISTRATION

CUSTOMER SERVICES

Accounting

Tax Accounting

Reconciliations

Mapp Account and Control

Rapid Trans Reconciliations

Parking Meter Financial Control

Realty And Business Tax Billing Control

Administration Returned Cheques

Subdivisions and Financial Development Control

Subdivision Securities

Local Improvement Control

Development Charges

Rents/Accounts Receivable Control

Accounts Receivable Billing
and Collection of Current Accounts

Parking Fines Control

Monitor and Control POA

OHRP/Grant In Lieu of Taxes and Tax Billings

Government Loan Program Control

Grant In Lieu of Tax Billing
and Collection

Customer Services Tax Information and Collections

Realty and Business Tax

Information and Inquiries

Tax Certificates

Tax Bills

Parking Fines Information

and Enquiries

Monthly Automated Payment Plan

Information Services

Control of Cash

Balancing of Cashiering Services

Processing of Coin

Debit & Credit Memo Control

Coin Processing Services

Control and Processing of Parking Meter Coin

Collection of Realty and Business Tax Arrears

Small Claims Court Action

Collection Agency Control

Aggressive Telephone Collection Procedures

Realty Tax Registration

Assessment Review and Appeals Processing

Appeals Control and Processing

Review of Current Assessments

Accounts Receivable Arrears Collection

Collection Past Due Accounts

CITY OF HAMILTON
- INFORMATION -

11 (b.1)

DATE: 1993 September 15

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Allan Ross
Treasurer

SUBJECT: Post Audit Letter
Recommendations and Comments Concerning
Accounting Systems, Procedures and Controls
For 1992

BACKGROUND:

Enclosed is the 1992 Management Letter issued by MacGillivray Chartered Accountants on the City's operations for the Committees review. Included in the management letter are the observations or weaknesses of the existing systems audited, recommendations for strengthening these systems and the corrective action taken by management.

Allan C. Ross

OBSERVATION OF EXISTING
SYSTEM

MANAGEMENT COMMENTS

RECOMMENDATIONS FOR
STRENGTHENING SYSTEM

TRUST FUNDS

Previously Reported Weaknesses

1. The trust fund accounts are contained in the City's trial balance. When the trust fund accounts are taken out of the City's books (for preparation of the Trust Fund financial statements), an imbalance is created in the City's financial statement - Due to/from Trust Funds. When the Trust Fund's financial statements are prepared they also contain an imbalance - Due from/to City of Hamilton. This imbalance arises because the City holds the Trust Fund's cash in the City general bank account. The two imbalances should be the same but in opposite directions.

When we received the financial statement for the Trust Funds, the imbalance amount did not agree to the amount shown in the City's financial statements. Also, some of the amounts shown on the trust fund financial statements did not agree to the trial balance. Some adjustments had to be made to the trust fund financial statements.

The situation reported upon last year has shown improvement and continuation of this improvement should correct the problem.

A thorough review should be made of the trust fund accounts in the trial balance. Adjustments should be made so that the balances at the beginning of the year agree to the balances on the financial statements.

When the financial statements are prepared, there should be an internal review independent of the preparer prior to delivery of the financial statements to the auditors.

Recommendation accepted. Adjustments have been made and accounts will be reviewed prior to presentation to the auditors.

OBSERVATION OF EXISTING SYSTEM

PARKING AUTHORITY

Weaknesses Noted in 1992 for the First Time

1. In December, cash and cheques are received for monthly parking for January of the following year. These receipts are not deposited until January although they are collected in December. They are kept in the safe until January. The possibility of funds being lost or misappropriated increase if cash is not deposited promptly.

RECOMMENDATIONS FOR
STRENGTHENING SYSTEM

Cash should be deposited promptly. Any monies received for January monthly parking should be credited to an account called "Deferred Revenue".

MANAGEMENT COMMENTS

Recommendation accepted. Funds will be deposited in the bank as received.

OBSERVATION OF EXISTING SYSTEM

CASH AND INVESTMENTS

Weaknesses Noted in 1992 for the First Time

1. There was a term deposit for \$1,715,372 which matured on December 31, 1992 yet for which the cash did not enter the bank until January 11, 1993. As a result, the City was not earning interest on this amount for 11 days.

RECOMMENDATIONS FOR
STRENGTHENING SYSTEM

Investment maturities should be deposited promptly.

MANAGEMENT COMMENTS

Recommendation accepted. Steps have been taken to prevent a re-occurrence. A complete review of the investment policy and procedures is underway and will be reported to the Finance and Administration Committee when completed.

OBSERVATION OF EXISTING SYSTEM

ACCOUNTS RECEIVABLE

Weakness Noted in 1992 for the First Time

1. During our audit of HECFI it was discovered that a majority of December 1992 invoices were not mailed out by the City accounts receivable department until January 5 and 6. The total of these invoices was approximately \$307,000. This delay in invoicing will result in a delay of payments received which, in turn, will reduce the City's interest revenue. As well, collection efforts will be delayed and the potential for calling to collect the invoice amount before the invoice has been received exists.

2. On at least two occasions during our audit we noticed that whiz receipts were prepared well after the cash has been received and deposited.

ie. Whiz #L311957 dated January 6,
1993 - deposited on November 22,
1992, whiz receipt prepared after year
end

By not preparing the whiz when the cash is received, the controls over cash are weakened since there is no record of the receipt of cash for a period of time. Cash could be misappropriated at any time during the lag between its receipt and the preparation of the whiz receipt.

RECOMMENDATIONS FOR STRENGTHENING SYSTEM

Invoicing should be done promptly whenever possible. However, it is recognized that at some times there is limited personnel. In these cases, all departments that have invoicing done by Treasury should be aware of the situation so that invoices are not followed-up for payment before they are sent out.

Whiz receipts should be prepared immediately for all daily receipts of cash and cheques. A reconciliation should be done at the end of each day between the cash/cheques received and the whiz receipts issued. Any differences should be followed up immediately. Any receipts which do not have a definite account number for posting purposes at the time the whiz receipt is prepared could temporarily be posted to account #15506 - general suspense account, and then reposted to the correct account when it is determined. This should also be done on a timely basis so that the balance in the suspense account doesn't accumulate and all other accounts are correct.

MANAGEMENT COMMENTS

Recommendation accepted. Staff vacancies and vacation periods during December contributed to this delay.

Cheques and cash are deposited daily. At times a substantial payment is received where it is not possible to obtain an account number before the receipt is deposited; when this happens in future, a whiz will be prepared the same day bearing the account number CH 24106-00001 "Suspense-Other".

OBSERVATION OF EXISTING SYSTEM

RECOMMENDATIONS FOR
STRENGTHENING SYSTEM

MANAGEMENT COMMENTS

ACCOUNTS PAYABLE

Weakness Noted in 1992 for the First Time

1. In the accounts is an account called "Due to Hamilton Hydro". If hydro bills are deemed to be uncollectible they are added to the tax rolls in a final effort to collect them. There is an offsetting liability to Hamilton Hydro for the balance since once the money is collected from the taxpayer, it must be remitted to Hamilton Hydro. There is no reconciliation made between the City's balance and that of Hamilton Hydro. Thus, it is possible that the amount could be paid to Hamilton Hydro yet not be removed from the City's books. Since the City charges interest on outstanding taxes, interest may be charged on a receivable that no longer exists (since it has been paid at Hamilton Hydro).

A monthly reconciliation should be performed between the City's payable balance and the Hydro's receivable balance through discussion with Hydro personnel.

Recommendation accepted. A reconciliation will be made of the Hydro's receivables on the City's books and thereafter on a monthly basis to balance with the receivables on Hydro's books.

OBSERVATION OF EXISTING SYSTEM

RESERVES

Weaknesses Noted in 1992 for the First Time

1. Account #21706-00001 - Subdivision Guarantee Deposits is being used as a suspense account for items which should be recorded in reserves. We were told that these items were easier to keep track of in this manner than recording them directly to the reserve.

RECOMMENDATIONS FOR STRENGTHENING SYSTEM

- There are two possible solutions to this problem.
- (a) This account should be reviewed prior to the year end and a transfer should be made to reserves.
 - (b) A new account can be created to record those items which are currently being recorded in account #21706-00001 and which should be recorded in reserves. This will then separate those items from subdivision guarantee deposits. An entry then can be made at year end to transfer the amount to the reserve.

MANAGEMENT COMMENTS

The Subdivision Guarantee Deposit account is no longer being used as a suspense account. Monies received or receivable which are applicable to reserve accounts are credited to those appropriate reserves at the time of the transaction.

OBSERVATION OF EXISTING SYSTEM

BUSINESS IMPROVEMENT AREAS

Weaknesses Noted in 1992 for the First Time

1. Two of the BIA's (Ottawa Street and International Village) are filing for and receiving a partial rebate of the goods and services tax (GST) paid. These two BIA's were subjected to a GST audit during the year and were told that they can claim 50% of their input tax credits. The other BIA's are either not claiming the rebate or have not registered.
2. Some of the BIA's are in a deficit position at the end of the year. This could lead to future financing problems with the City left with advances that cannot be collected.

RECOMMENDATION FOR STRENGTHENING SYSTEM

As the GST legislation is still relatively new, we would recommend that the subject of GST and the BIA's be researched thoroughly and discussions be held with Revenue Canada. This is to ensure that there is documentation from Revenue Canada as to the treatment of the GST by the BIA's. Once received, it is recommended that all of the BIA's are allowed a refund, then those not already claiming it would benefit from doing so.

The financial results of the BIA's should be closely monitored and consideration should be given to controlling the deficits in certain BIA's and limiting the advances to those BIA's.

MANAGEMENT COMMENTS

We will be informing all BIA's on the proper handling of GST to ensure they take full advantage of any rebates.

Staff will review the financial accountability with the representatives of the BIA's.

IRH:jc
September 16, 1993

CITY OF HAMILTON
- RECOMMENDATION -

11 (a.)

DATE: 1993 September 15

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Allan C. Ross
Treasurer

SUBJECT: Levy Payments to the Boards of Education

RECOMMENDATION:

That the City of Hamilton continue its present practice of monthly levy payments to the Boards of Education.

Allan C. Ross

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Potential increase in City interest earnings of \$685,000 per year if a change to quarterly payments were made. Equivalent or greater cost to the Boards in the form of foregone interest earnings or short-term borrowing costs if the change were made.

BACKGROUND:

In September 1992, the Finance and Administration Committee considered a report from the Treasury Department concerning the timing of tax levy payments from the City to the two Boards of Education. That report identified the present practice of remitting such payments monthly to the boards, but noted the strict legal requirement that those payments need only be paid quarterly to meet the requirements of the Education Act. It identified the interest income benefits to the City and costs to the Boards if the payments were to revert to the quarterly basis. The report concluded with two recommendations as follows, which were subsequently approved by Committee and Council:

- a) That a copy of the September 30, 1992 report of the City Treasurer regarding levy payments to the Boards of Education, be forwarded to the Boards of Education from their comments on the report.
- b) That the Boards of Education be requested to provide their comments to the Finance and Administration Committee by the end of December, 1992.

1993 September 15

Susan K. Reeder, Secretary
Finance and Administration Committee - Page 2

BACKGROUND: - continued

This matter was forwarded to the respective School Boards for their consideration. Subsequently the Hamilton Board of Education advised that due to the magnitude of the matter and other intervening matters of importance an extension in the timetable for response was necessary.

Both Boards have now considered the matter, and this report presents their comments.

DISCUSSION:

The response of both boards has been received. The response of the Hamilton-Wentworth Roman Catholic Separate School Board was received in the form of a letter to Alderman Don Ross, Chairman of the Finance and Administration Committee, from Patrick J. Daly, Chairperson of the Board. The comments of the Hamilton Board of Education were presented to City staff by Board staff based upon minutes of the consideration of this matter by the Hamilton Board of Education, and were discussed during regular meetings which City officials conduct with Board staff representatives.

Both Boards have expressed great concern if the City were to revert to quarterly rather than monthly payments. Primary concerns expressed were as follows:

1. The proposal would result in reduced interest earnings for the Boards and would in fact generate the requirements for borrowing (both internally and externally) by the boards in order to meet their expenditure requirements until the levy payments were received from the City. The interest rate costs of such borrowing exceed the rates of return which the City would earn upon the funds within its investment portfolio, resulting in a net overall cost to the proposal (City and Boards combined).
2. The concept of reverting to quarterly payments occurs at a time when the City is encouraging its ratepayers to utilize its monthly payment plan which results in the City receiving tax payments on a monthly basis.
3. There has been a long tradition of receiving levy payments monthly. With the present difficult economic circumstances, the fiscal impact of any change upon the Boards is severe.

1993 September 15

Susan K. Reeder, Secretary
Finance and Administration Committee - Page 3

BACKGROUND: - continued

4. The Hamilton Board of Education passed a resolution as well as follows:

That the Board of Education for the City of Hamilton request the Minister of Education to amend the Education Act to enable divisional school boards to receive levy payments on a monthly basis.

City staff are not aware of any action being taken by the Ministry of Education in response to this request.

ANALYSIS:

The original report to Finance and Administration done in September 1992 identified the City's right to revise our schedule of levy payments to the Boards from the present monthly to the minimum quarterly basis required by the Education Act. It noted that if such a change were to be made, proper notice should be provided to the Boards so that any legal requirements are met and the change can be taken into account in the Board's budgetary planning. It should be noted that a survey of other municipalities in the Region indicated that no other municipalities were making payments to the Boards on a monthly basis. The report identified that such a change would result in increased interest earnings to the City, but would "also result in decreased revenues or potentially even costs to the Boards in the form of interest costs on short term borrowing. The net impact upon a Hamilton taxpayer might therefore be no reduction in the overall rate whatsoever, but simply a shift between the Boards' and the City mill rates. Furthermore, if the payments were changed to four times per year and the legislation subsequently revised to provide for more, the reverse effect would be felt". The responses from the two Boards reiterate these same issues, identify external borrowing requirements if the change is implemented and in fact, request the Ministry of Education to enact a legislative change to prohibit a change.

If the City wishes to pursue this proposal, there are steps that can be taken to diminish the additional interest costs faced by the Boards. The primary such step would be to agree to lend money to the Boards at the same rate of interest as the City earns on its investments. Our revenues would therefore continue while the Boards borrowing costs would be reduced. The net overall effect of the change (City and Boards combined) would then be zero.

The key point that remains, however, is that a change from quarterly to monthly payments simply represents a transfer of dollars from the Boards to the City that would act to increase the Boards' mill rates and reduce the City's. The net effect upon a Hamilton taxpayer's total property taxes (assuming the City lending proposal to the Boards noted above) would be minimal.

1993 September 15

Susan K. Reeder, Secretary
Finance and Administration Committee - Page 4

BACKGROUND: - continued

The issue therefore is reduced to whether or not the City wishes to avail itself of a legislative opportunity to revert from the traditional monthly payments to the minimum quarterly payments required by law. There has been a long history of cooperation between the City and the School Boards on financial matters. Actions have been taken in recent months to further increase the level of cooperation and coordination on all fronts and it is felt that there is even greater scope for working together to our mutual benefit in the future. The response from the Schools Boards makes it quite clear that they believe a change to quarterly payments would not be consistent with such cooperative efforts.

Given the tremendous financial strain being felt by all local government agencies in the Region at this time, it is not proposed that the City reduce its requirement at the expense of the Boards. It is therefore recommended that the City not proceed with a change in the timing of its levy payments to the School Boards at this time. The matter can be considered further in the future if reconsideration is warranted.

ACR/an

c.c. J.G. Pavelka, Chief Administrative Officer
P. Noé Johnson, City Solicitor

CITY CLERK'S OFFICE
MEMORANDUM

12.

TO: Mrs. S. Reeder, Secretary
Finance and Administration Committee

SEP 2 1993

FROM: Mr. J.J. Schatz
City Clerk

PHONE: 546-2727

SUBJECT: CORRESPONDENCE FROM CITY
COUNCIL
RE: HALLOWEEN ACTIVITIES

DATE: 1993 September 1

Attached please find a letter from Reverend David Shepherd, Bethel Gospel Tabernacle respecting the changing of the celebration of Halloween from Sunday, October 31 to Saturday, October 30, 1993 which City Council at its meeting held 1993 August 31 referred to the Finance and Administration Committee.

Subjoined for your information and convenience is a copy of a resolution passed in October, 1982, which is the last time Halloween (October 31st) fell on a Sunday.



att.

c.c.: Mayor R. M. Morrow

"That the citizens of Hamilton be encouraged to conduct their Halloween activities on Saturday, October 30, 1982, to ensure the utmost safety for the children who participate."

Bethel Gospel Tabernacle

Senior Pastor: Rev. David A. Shepherd

August 26, 1993

Post-It™ brand fax transmittal memo 7671		# of pages ▶ 1
To MAYOR MORROW	From REV. SHEPHERD	
Co.	Co.	
Dept.	Phone # 387-6530	
Fax # 546-2095	Fax # 387-4566	

Mr. Robert Morrow
Mayor
City of Hamilton
119 King St. W.
Hamilton, ON
L8P 4T9

*Referred to FSA.
Aug. 31/93.
[Signature]*

Dear Mr. Morrow:

Persuant to our telephone conversation regarding the official request for the changing of the celebration of Halloween from Sunday, October 31st to Saturday, October 30th.

This request is consistent with the last two times that Halloween has fallen on a Sunday evening in our city.

There are many reasons for this request among which are:

- It would be beneficial to the children since there would be no school the next day.
- It would be difficult for the church community in that it would interfere with families who wished to attend church services on the Sunday evening. Many families wish to be present in their homes during the "trick or treat" time.
- The proposed change should not create undue difficulty concerning community celebrations.

I appreciate this matter being addressed as soon as possible with City Council. I would be happy to attend City Council to speak to this matter.

Yours truly,

Rev. David Shepherd

Rev. David Shepherd

URBAN/MUNICIPAL

CA4 ON HBL A05
CSIF31

1993



Urban/Municipal Librarian
Public Library
2nd Floor

CANCELLATION NOTICE

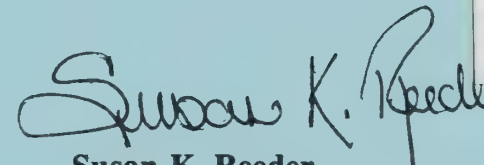
FINANCE AND ADMINISTRATION COMMITTEE

**Thursday, 1993 October 7th
9:30 o'clock a.m.
Room 233, City Hall**

URBAN M

OCT 1993

GOVERNMENT DOCUMENTS


**Susan K. Reeder,
Secretary**

Please be advised that due to an insufficient number of Agenda Items, the regular meeting of the Finance and Administration Committee scheduled for 1993 October 7th has been cancelled. The next regular meeting will be held Thursday, 1993 October 21st.

URBAN M

SEP 1993

GOVERNMENT DOCUMENTS

URBAN/MUNICIPAL

CA4 GN HBL A05
C 51F31
1993



Urban/Municipal Librarian
Public Library
2nd Floor

NOTICE OF MEETING

FINANCE AND ADMINISTRATION COMMITTEE

Thursday, 1993 October 21st

9:30 o'clock a.m.

Room 233, City Hall

URBAN M

OCT 1993

Susan K. Reeder
Susan K. Reeder
Secretary

GOVERNMENT DOCS

The delegation portion of the meeting will commence at 10:30 a.m.

A G E N D A

1. MAYOR ROBERT M. MORROW

- (a) FCM Campaign Strategy.
- (b) Other Federal issues. (no copy)
- (c) Report on Monterrey, Mexico Twinning. (no copy)

2. TAXICAB PRIORITY LIST

- (a) Licensing Committee Report.
- (b) Taxi Advisory Committee Comments.
- (c) By-law to amend the Taxi-Cab Priority List Procedures.

DELEGATION - 10:30 O'CLOCK A.M.

3. Delegation - 100th Anniversary - Around the Bay Road Race Grant Request.

- (a) Request for additional grant funds in recognition of their 100th Anniversary of the Race in 1994 March.
- (b) Report - Grants Co-Ordinator.

DELEGATION - 10:45 O'CLOCK A.M.

4. Complaint under the Development Charges Act - 190 Limeridge Road West - Clem Valery.
5. **CONSENT AGENDA**
6. **DIRECTOR OF PROPERTY**

Purchase of property at 195 Rebecca Street by Mintz Catering Limited, In Trust to a Company to be Incorporated and Without Personal Liability.
7. **HAMILTON FARMERS' MARKET SUB-COMMITTEE**

Lighting/Environmental Conditions at Hamilton Farmers' Market.
8. **NEW TASK FORCE ON GRANTS**

Report back - Recommendations of the New Task Force on Grants.
9. **TREASURER**

Request for proposal - C18-03-93 - Broker of Record including Risk Management Services and Property/Casualty Insurance Coverage. (copy to follow)
10. **PRIVATE AND CONFIDENTIAL AGENDA**
11. **OTHER BUSINESS**
12. **ADJOURNMENT**

**OUTSTANDING ITEMS
FINANCE AND ADMINISTRATION COMMITTEE**

<u>ITEM</u>	<u>DATE REQUESTED</u>	<u>ACTION BY</u>
1. (a) Policy to exempt Parking Authority from realty and business tax.	1990 February 23 & 1990 March 22	Treasurer
(b) Examine feasibility of directing the net revenue from parking fines into the Reserve Account.	1990 March 22	Treasurer
2. Additional Proposed Development Charges Amendments.	1992 April 23	Building Building
3. City Hall Grounds Study - being reviewed by interest groups for input.	1993 January 21	Arts Co-Ordinator
4. Report - Partnership Agreements at the Hamilton Farmers' Market.	1993 January 21	City Solicitor
5. Report - Ad Hoc Committee on Tobacco Control Policy forwarded from Regional Council.	1993 February 18	City Clerk, Solicitor
6. Women's Safety Audit Project Report - Chief Administrative Officer to meet with the Status of Women Sub-Committee and staff and report back on the implementation procedures.	1993 March 25	Chief Administrative Officer
7. Report back on the issue of other municipalities which have discriminated against the hiring of the local construction industry due to restrictive policies.	1993 August 31	Chief Administrative Officer & City Solicitor
8. Report - Hamilton Firefighters Drum Corp. - request for a \$300,000. interest free loan.	1993 August 26	Chief Administrative Officer
9. Review of possible alternative names for "Commonwealth Square".	1993 August 26	Chief Administrative Officer
10. Report back - Discussions with Junior Achievement on negotiations on rental rate for space in the Upper Wentworth Composite Building.	1993 September 23	Chief Administrative Officer, Treasurer, & Director of Property
11. By-law Amendment to By-law 84-191 so as to permit the keeping of Vietnamese Pot Bellied Pigs.	1993 September 23	City Solicitor, Alderman Drury, H.S.P.C.A. and interested parties.

1993 October 14th



Federation of Canadian Municipalities
Fédération canadienne des municipalités

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item - FCM
and local
initiatives -
Oct 25 Mele

LETTER SENT TO YOUR HEAD OF COUNCIL

Alderman Ron Hayter
Edmonton, Alberta
President
Président

Mayor Audrey Moore
Castlegar, British Columbia
First Vice President
Première vice-présidente

Mayor Laurence Mawhinney
Lunenburg, Nova Scotia
Second Vice President
Deuxième vice-président

Councillor Bryon Wilfert
Richmond Hill, Ontario
Third Vice President
Troisième vice-président

Le maire Margaret Delisle
Sillery (Québec)
Présidente sortante
Past President

James W. Knight
Executive Director
Directeur général

A federal election is upon us, offering an excellent opportunity to have the municipal voice heard. FCM's Board of Directors has developed an aggressive action plan on three key issues:

- the federal government's refusal to pay its fair share of property taxes;
- adequate housing for all Canadians;
- investing for a competitive future.

Through collective action, we can be a force to be reckoned with.

We must remind our federal leaders constantly that local government is a major player in Canada's public life -- a real first order of government -- which must be involved in the formulation of public policy. Canada needs less squabbling and more cooperation among all governments to overcome our collective problems. Local governments are ready and willing to play their part!

To help you mount a powerful local lobby, the enclosed tool kit provides background information, model resolutions and media releases on each of the issues. It is imperative that we all sing from the same song sheet!

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FCM asks its members to do the following:

- Endorse resolutions in Council giving support to FCM's election priorities.
- Forward copies of resolutions by mail to all local candidates asking that they reply in writing providing their policy positions on these issues.
- Hold (a) press conference(s) during which these priorities are announced and in which all candidates are asked to provide their comments on the issues.
- Assign one member of Council to each "all candidates" meeting in order to put forward questions on FCM's issues.
- Provide FCM with copies of any press reports of these activities.
- Inform the local electorate of the municipal viewpoint respecting the election through normal municipal communications vehicles.
- Advise local media of these actions.

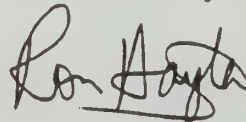
FCM will reinforce local activities with national press conferences, meetings with party officials, regular updates through the campaign and constant pressure in Ottawa.

Each of the issues offers a real opportunity for local content. How will your municipality be affected by the reductions in federal property tax payments? What are your housing needs and how will they be satisfied? How many people could you put to work tomorrow repairing roads, water systems, etc. if only the funds were available?

The FCM election strategy depends heavily on the willingness of FCM members to play a leadership role.

It's over to you!

Yours sincerely,



Alderman Ron Hayter
President

Enclosure

CALL to Action

A tool kit for municipal leaders

APPEL À L' Mobilisation

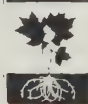
Trousse à l'intention des élus municipaux

SCHEDULE OF EVENTS

During the 1993 federal election campaign, the Federation of Canadian Municipalities will emphasize issues of concern to Canadian municipalities. The scheduling of events is flexible and will include national events as well as local events. The election campaign is expected to last seven weeks. The following table portrays the scheduling opportunities.

National Activities FCM	Timing	Local Activities MUNICIPALITY
Distribution of information kits to municipalities as soon as election called.	Week 1	Assess local implications of issues.
National Press Conference.	Week 2	Draft resolutions and place on council agenda.
Start seeking feedback on local activities.	Week 3	Contact local candidates and arrange for them to meet with council representatives to discuss issues. Attend all-candidates meetings.
National Press Conference using local activities feedback.	Week 4	Hold special council meeting if needed.
Clarify national party positions on issues. Send further information to members.	Week 5	Brief media on issues, resolutions, and results of candidates meetings.
National Press Conference on local activities and party positions.	Week 6	Provide feedback to FCM on local activities.
Federal Election.	Week 7	Increase public awareness of municipal issues.

FCM



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International Office/Bureau international : Telephone/Téléphone : (613) 563-3506 Fax/Télocopieur : (613) 563-2051

CALL to Action

A tool kit for municipal leaders

MUNICIPAL INFRASTRUCTURE

SAMPLE RESOLUTION
BACKGROUND
FAST FACTS
MEDIA QUOTES
SAMPLE NEWS RELEASE

APPEL À LA Mobilisation

Trousse à l'intention des élus municipaux

SAMPLE RESOLUTION MUNICIPAL INFRASTRUCTURE

We ask municipalities to include information in the sample resolution to reflect their local circumstances, where text is marked with an asterisk.*

***WHEREAS** a cost-shared program to renew the municipality of "Anytown's" deteriorating municipal infrastructure would also achieve other goals such as protecting the environment and creating jobs;

WHEREAS major studies demonstrate a link between infrastructure renewal and competitiveness;

WHEREAS the municipal infrastructure renewal program proposed by the Federation of Canadian Municipalities would create 63,000 jobs in each of its five years;

WHEREAS countries worldwide are making major commitments to renew municipal infrastructure;

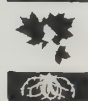
WHEREAS the Premiers, during their 1993 Annual Conference in Nova Scotia, agreed on the necessity of developing a national infrastructure program as a key to improving Canada's competitiveness and stressed the need for the involvement of new partners; and

WHEREAS municipalities, through the Federation of Canadian Municipalities, have called for a national program of infrastructure renewal to be funded equally by all three orders of government;

***BE IT RESOLVED** that the municipality of "Anytown" communicate publicly its support for a tri-partite program to renew municipal infrastructure, and seek the opinions of local candidates in the federal election on this issue; and

***BE IT FURTHER RESOLVED** that the municipality of "Anytown" take action to reinforce public support for a national infrastructure renewal program.

FCM



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BACKGROUND MUNICIPAL INFRASTRUCTURE

- The need for infrastructure renewal is well-documented and widely accepted. FCM's proposal has received the support of economists and academics alike. It has been endorsed by Liberal and New Democratic Parties. In 1988, FCM's proposal received the support of provincial Premiers and territorial Leaders. In August 1993, the Premiers agreed on the "necessity of ...a national infrastructure program as a key to improving Canadian competitiveness".

- In an FCM survey of members in the Fall of 1992, 88% of respondents agreed with FCM's campaign for a tri-partite program to renew municipal infrastructure, and 87% believed that their respective municipality would participate. Fully one half of the respondents agreed that infrastructure needs had affected business opportunities.

- FCM's proposed national infrastructure renewal program would be undertaken on an incremental, cost-shared basis with municipal government bearing one third of the cost, the provincial and territorial governments one third and the Government of Canada one third. It is estimated the repair needs are approaching \$20 billion. FCM suggests the work be spread over five years. This works out to \$1.33 billion per partner per year.

- The program would create 63,000 jobs for each of its five years. These jobs would benefit many sectors and would be particularly welcome in the construction industry which is operating far below capacity.

- The longer the delay, the greater the difficulty in halting the cycle of slow

economic growth and a decaying infrastructure.

- Studies by the respected consulting firm, Informetrica (Ottawa) demonstrated that if the federal government participated, it would recover most or all of its investment through increased tax revenues and decreased spending on social assistance and unemployment insurance.

- FCM's report, Rebuilding For A Competitive Canada, was released in May.

- In a world that has become more interdependent, the phenomenon of globalization means that workers in Canada are competing directly with workers in other countries. To provide new employment opportunities and to improve our standard of living, Canada must both attract new investment and retain the industries it already has. A skilled labour force and superior resources and facilities are key assets.

- Academic literature strongly suggests that public spending on infrastructure generates growth in the private sector. Most major studies differ only in gauging the precise degree to which growth is attributable to infrastructure spending. We must not wait for full economic recovery before we undertake rehabilitation. Infrastructure renewal is a necessary condition for maintaining and enhancing prosperity.

- The Postner report recently released by Queen's University is part of a "Government and Competitiveness Project" commissioned by the federal government in 1991. The report supports the link between public investment and competitiveness. An analysis of the growth rate of productivity and public investment as a percentage of Gross Domestic Product for the periods between 1963-1973 and 1974-1989 indicates that productivity improvement was strongest

during periods of highest investment in public infrastructure.

- Recent dialogue with private sector representatives revealed a concern with global competition and the danger of Canada falling behind other countries in the quality of its local infrastructure. Private sector representatives emphasized the link between infrastructure and competitiveness and urged that all orders of government work together to meet the challenge of Canada's deteriorating municipal infrastructure.

- The global economy makes infrastructure renewal an urgent necessity if Canada is to compete in the new world marketplace. An OECD Forum in January agreed that productivity gains result from public investment. The Forum report notes that infrastructure investment is a focus of attention in a growing number of OECD countries. This is witnessed by the growing number of countries making significant commitments to infrastructure renewal. For example: Japan will spend \$3.3 trillion, and Germany \$350 billion over the next 18 years.

- The longer Canada's municipal infrastructure continues to decay, the wider the gap will be between us and our global competitors. A recent comparison between Japan and the U.S. reveals that while Japan has invested 5.1% of its output in public works and achieved productivity growth of 3.1% per year, the United States has invested only 0.3% and experienced productivity growth of only 0.6% per year.

- Canada's productivity and ability to compete has been on a downward spiral for several years. Previously one of the top world competitors, we have fallen from 5th to 11th place since 1991.

- Copies of FCM's report are available from the FCM Secretariat.

FAST FACTS

MUNICIPAL INFRASTRUCTURE

- Through press conferences, studies, conferences, and meetings with leaders of political parties, Members of Parliament and members of provincial legislatures, FCM has worked to create public awareness and build political will around an infrastructure renewal program to be carried out in partnership among all orders of government.
- Realizing that the scope of the repairs required was beyond municipal capacity, FCM called for a program cost-shared equally among the federal, provincial and municipal governments over a five-year period to rebuild municipal infrastructure.
- The need for substantial new investment in infrastructure is not now in dispute. FCM's report Municipal Infrastructure in Canada: Physical Condition & Funding Adequacy conducted in 1985 identified roads and bridges to be in the greatest need of repair. In a 1992 survey, sewage treatment also received a

high priority.

- In 1988, the Premiers urged the federal government to provide significant funding to help meet the challenge of maintaining municipal infrastructure. In August 1993, the Premiers unanimously agreed to the "necessity of a national infrastructure program as a key to improving Canadian competitiveness".
- Despite the current Government's claims to the contrary, jurisdiction is not an issue. Indeed, federal funds support municipal infrastructure investment in Manitoba under a federal-provincial agreement. The Government of Canada funded municipal infrastructure programs to 1982. The provinces are supportive. Such a program would reinforce federal responsibilities in the areas of environmental protection, job creation and economic development.
- Pioneering studies conducted for FCM by Informetrica demonstrated that if the federal government participated in such a program, it would recover most or all of its investment through increased tax revenues and decreased spending on social assistance and unemployment insurance.

The lower the interest rates, the higher the return to Ottawa would be. The program would increase employment over a five-year period by 285,000 person years (63,000 jobs per year of the program).

- The consequences that will result from continued neglect are apparent - one has only to look how the estimated costs for repairs have escalated. FCM's landmark study in 1985 estimated the cost of bringing Canada's municipal infrastructure to a reasonable standard of safety and efficiency at \$12 billion. That cost has risen since 1985 to close to \$20 billion. Deteriorating municipal infrastructure is becoming Canada's third deficit.
- Many circumstances have combined to create problems for municipal infrastructure:
 - . pressure on budgets during recessions;
 - . some post-war infrastructure is now nearing the end of its lifespan;
 - . rapid inflation of 1970s unmatched by corresponding tax increases;
 - . competing demands for municipal services;
 - . reluctance to borrow at high interest rates in the 1980s.

USEFUL QUOTES FOR MEDIA BRIEFINGS

- On no other issue has municipal support been stronger.
- Now is the time to go forward with this program. The construction industry is operating far below capacity and bids are extremely competitive. Projects are on the shelf ready to go tomorrow.
- FCM's infrastructure program would create 63,000 jobs for each year of the program. It would stimulate the economy, enhance the environment and quality of life, improve public safety.

create public facilities of lasting value and make Canada more competitive.

- The longer the delay in needed public works improvements, the greater the difficulty in halting the cycle of slow economic growth and decaying infrastructure. Without the necessary repairs now, rehabilitation of existing facilities may become impossible, and outright replacement may be necessary.
- Canada will not achieve prosperity if it allows its urban infrastructure to decay. Urban infrastructure is a critical factor in competitiveness.
- With the forces of globalization confronting Canada's trade environment,

municipalities and private sector representatives are concerned that other countries, such as Japan, West Germany, and the United States, are planning major expenditures on municipal infrastructure while Canada does nothing.

- If Canada does not follow suit it will run the risk of being left behind, unable to compete against more productive economies, and unable to sustain its standard of living.
- All three orders of government must work together to rebuild a competitive Canada through infrastructure renewal. It is time to stop squabbling over jurisdiction and get down to work.

SAMPLE NEWS RELEASE

We encourage municipalities to add local information and flavour to the news release where indicated by asterisk and to include references to the municipality where applicable.

FOR IMMEDIATE RELEASE

(Date)

LET'S GET CANADA MOVING

*"Anytown" -- In the midst of a federal election, Mayor/Councillor "Jane Doe" of the Municipality of "Anytown" today said, "our citizens, and indeed all Canadians, should ask local candidates in the federal election how they intend to protect our collective investment, \$200 billion of municipal infrastructure, vital to the competitiveness of our Canadian economy".

For the past ten years, municipalities have worked toward a five-year national cost-shared program to renew Canada's deteriorating municipal infrastructure. The need to upgrade Canada's local infrastructure is widely accepted. Municipalities are prepared to match provincial and federal contributions to this program.

Major studies have linked infrastructure renewal to competitiveness. If we do not act now, the quality of Canada's municipal infrastructure will fall behind that of other countries which are investing heavily in infrastructure. We need to be competitive to attract industries. An infrastructure renewal program would also protect the environment, improve the quality of life for its citizens and create local jobs.

The program would create jobs on a significant scale. Economic studies forecast 63,000 jobs for each of the five years of the program, putting Canadians back to work while creating assets of lasting value.

*In the Municipality of "Anytown" the state of the infrastructure is such that major road and bridge repairs have been postponed owing to the lack of financial resources. "We could be getting started on these projects now," said Mayor/Councillor "Doe", "but we just don't have the money". Local industries have expressed concern regarding increased vehicle maintenance as well as increased congestion resulting from the state of the roadways.

If we do not act now, we are simply delaying the inevitable, compounding difficulties and costs. Without necessary repairs now, rehabilitation of existing facilities may become impossible, and outright replacement may be necessary. It's time to rebuild Canada from the underground up - figuratively and literally!

-30-

For more information, please contact:

*Mr. John Doe, Director of Public Relations

Telephone: (555) 555-5555

Fax: (555) 555-1111

CALL to Action

A tool kit for municipal leaders

GRANTS IN-LIEU-OF TAXES

SAMPLE RESOLUTION
BACKGROUND
MEDIA QUOTES
SAMPLE NEWS RELEASE

APPEL À LA Mobilisation

Trousse à l'intention des élus municipaux

SAMPLE RESOLUTION GRANTS IN-LIEU-OF TAXES

We ask municipalities to include information in the sample resolution to reflect their local circumstances, where the text is marked with an asterisk.*

WHEREAS in December 1992 the federal Minister of Finance announced a two year freeze on the Government's property tax payments, or grants in-lieu-of taxes, committing an unprecedented intrusion into the setting of municipal property tax rates;

WHEREAS figures in the 1993 federal budget forecast a 10% **reduction** in the payment of the federal government's local property taxes;

WHEREAS the freeze contradicts the principle of equal treatment of property, regardless of owner;

WHEREAS the freeze forces home owners and businesses to pay higher property taxes to make up for the revenue shortfall;

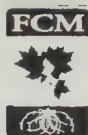
WHEREAS the freeze provides the CBC, Canada Post and other Crown Corporations with millions of dollars of unfair tax advantages over their private sector competitors;

WHEREAS there is no justification for a freeze or a reduction of the Government's property tax bill since grants in-lieu- of taxes have risen at the same rate as total property taxes across Canada, and the Government's own 1992 evaluation of grants concluded existing payments represented the federal government's fair share of local costs as property owner; and

WHEREAS the federal government's behaviour sets a dangerous example by encouraging disrespect for the integrity of Canada's tax system;

***BE IT RESOLVED** that the Municipality of "Anytown" call on all federal candidates in the area (a) to support an end of the federal freeze on grants-in-lieu of taxes, (b) to oppose any reduction in the federal commitment to paying a fair share of municipal costs on its properties, and (c) to support needed improvements to the Municipal Grants Program; and

***BE IT FURTHER RESOLVED** that the Municipality of "Anytown" communicate publicly its support for this resolution.



Federation of Canadian Municipalities Fédération canadienne des municipalités

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BACKGROUNDER

GRANTS-IN-LIEU OF TAXES

- The Municipal Grants Act and various Acts establishing Crown Corporations provide for payments of grants in-lieu-of property taxes (GILs) to municipalities based on local property tax rates and the assessed values of federal government properties. The purpose is to ensure the federal government meets its financial obligations to municipalities where such properties are located and to uphold principles of fairness and equity. The Government of Canada is the country's largest property owner. GIL payments totalled \$600 million in 1992.

- In December 1992, the Minister of Finance announced a two-year freeze on the payment of its local property taxes. The freeze will deny municipalities revenues of at least \$20 million in 1993 and \$60 million in 1994. Over 200 municipalities joined FCM's campaign to reverse the freeze because it is arbitrary, inequitable, creates financial hardship and uncertainty for municipalities, breaks a 44-year record of consultation on GILs and gives Crown Corporations unfair tax advantages over their private sector competitors.

- FCM believes that the federal government intends to reduce further its

commitment to paying a fair share of municipal taxes by reducing expenditures on local property taxes for departmental properties by 10%. Indeed, the April 1993 federal budget sets out a \$204 million (or 10%) reduction in grants-in-lieu of taxes on departmental properties from 1993-94 to 1997-98. FCM has demanded that Prime Minister Kim Campbell renounce the idea of further degradation of the federal government's responsibility to pay its fair share of local property taxes. There is no justification for any reduction in the Government's property tax payments.

- The Federal Treasury Board has made matters even worse in the case of Crown Corporations. These businesses - like Canada Post and the CBC which operate in competition with the private sector - have been given **carte blanche** to go beyond the freeze and reduce their overall property tax obligations. Crown Corporations have historically been poor performers in the payment of local property taxes, in many cases making payments several years late.

- The federal government has claimed that the freeze was necessary because its local property taxes were rising too steeply. In fact, according to the Government's own figures, grants in-lieu-of taxes have risen at the same rate as total property taxes across Canada. The unilateral freeze on grants in-lieu-of taxes is an ill-disguised property tax revolt by

the federal government at the expense of other local ratepayers. As the major taxing authority in Canada, the Government's behaviour sets a dangerous example by encouraging disrespect for the integrity of Canada's tax system.

- In an attempt to justify the freeze, the federal government has compared increases in grants in-lieu-of taxes to increases in federal "program spending", which it claims has increased at a lower rate from 1986 to 1992. But comparing the Government's property tax bill to its discretionary spending is irrelevant and misleading. Financial analysts agree that figures on federal "program spending" are dubious benchmarks since they are open to manipulation. For example, federal budgets now exclude billions of dollars from "program spending" by replacing Family Allowances with Child Tax Credits.

- Much of the increase in property taxes is attributable to offloading of costs onto municipalities by other orders of government. Examples are reduced provincial transfers to school boards, increased language education costs resulting from federal immigration and refugee policy and increased welfare costs for some municipalities because of restraints on federal Canada Assistance Plan transfers to some provinces. In 1992-93, 38%, or \$161 million of the total \$426 million in the federal government's tax payments on departmental properties, were for school taxes.

USEFUL QUOTES FOR MEDIA BRIEFINGS

- The freeze on grants in-lieu-of taxes amounts to an unprecedented **federal intrusion into the setting of municipal property tax rates**. The Government of Canada has cast aside its long-standing obligation to honour municipal rates.

- The freeze on grants in-lieu-of taxes contradicts the **principle of equal treatment of property** regardless of

owner. Although the federal government benefits from the same municipal services as other property owners, it refuses to pay its fair share of costs.

- The freeze means that **other property owners have to pay more** to make up for the revenue shortfall caused by the federal action. Homeowners and businesses will suffer.

- The **Government failed to consult FCM and municipalities** prior to

announcing the freeze, breaking a 44-year record of cooperation on the program.

- In imposing the freeze, this **Government reneged on the commitment** of former Finance Minister Michael Wilson not to take action on financial matters in the middle of the local fiscal year.

- Former Finance Minister Don Mazankowski stated that there is only one taxpayer and called for **inter-governmental cooperation**, but the costs

of the freeze have to be paid for by local taxpayers.

- It is unconscionable and unfair for the federal government to provide the **CBC, Canada Post and other Crown Corporations** with **millions of dollars of tax advantages over private sector competitors.**

- The refusal to pay legitimate local taxes sets a dangerous example by **encouraging**

disrespect for the integrity of Canada's tax system.

- According to the Government's own figures, its property tax burden has risen at the same rate as total property taxes across Canada. **There is no justification for any reduction in the Government's property tax payments.**

- In 1979, the federal Minister of Finance Jean Chrétien said: "the program

of grants in-lieu-of taxes is a comparatively old and well established one ... we do not regard the grants as a transfer program, but rather as being more in the nature of payments to local governments for the valuable services which they provide to federal property. Accordingly, its payments are made free of any conditions and the government endeavours, in most respects, to put itself in the position of an ordinary taxpayer."

SAMPLE NEWS RELEASE

We encourage municipalities to add local information and flavour to the news release where indicated by asterisk and to include references to the municipality where applicable.

FOR IMMEDIATE RELEASE

(Date)

THE FEDERAL GOVERNMENT MUST PAY FAIR SHARE OF LOCAL TAXES

*"Anytown" -- In a message directed to local federal candidates, Mayor/Councillor "Jane Doe" said today, "If the federal government thinks homeowners and businesses in this community will accept higher property taxes to make up for the revenue shortfall caused by the federal government's freeze on its own property taxes, I've got news for them".

*The statement comes after the Municipality of "Anytown" Council adopted a resolution calling on all federal candidates in the area to support an end to the federal freeze on payments of local property taxes. The resolution also calls on candidates to oppose any further reduction in federal commitment to paying a fair share of municipal costs as a property owner and to support improvements to the Municipal Grants Program.

Grants in-lieu-of taxes are property taxes paid to municipalities by the federal government and its Crown Corporations on federal buildings, post offices, airports, etc. The federal government is by far Canada's largest property owner. Payments totalled \$600 million in 1992 and were based on local property tax rates and assessed values.

In December 1992, the federal government froze grants in-lieu-of taxes for two years. The freeze will deny municipalities legitimate tax revenues which will have to be made up by homeowners and businesses. The Federation of Canadian Municipalities (FCM) has learned the Government is considering reducing payments on its properties by a further 10%.

*Commenting on the impact of the federal freeze on grants in-lieu-of taxes in "Anytown", Mayor/Councillor "Jane Doe" said: "every year they dump more and more costs on us and now they refuse to pay their own taxes...it's simply unacceptable. The federal government is trying to reduce its deficit on the backs of municipal taxpayers and we will not stand for that. Our municipality vigorously opposes the freeze and the expected 10% reduction because it is arbitrary, unfair to local ratepayers, creates financial hardship and uncertainty for municipalities, breaks a 44-year record of consultation and gives Crown Corporations unfair tax advantages over private sector competitors. "

- 30 -

For more information, please contact:

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Fax: (555) 555-1111

CALL to Action

A tool kit for municipal leaders

SOCIAL HOUSING

SAMPLE RESOLUTION
BACKGROUNDER
FAST FACTS
MEDIA QUOTES
SAMPLE NEWS RELEASE

APPEL À LA Mobilisation

Trousse à l'intention des élus municipaux

SAMPLE RESOLUTION

SOCIAL HOUSING

We ask municipalities to include information in the sample resolution to reflect their local circumstances, where text is marked with an asterisk.*

WHEREAS by the federal government's own analysis, over 1.2 million Canadian households live in substandard and inadequate conditions, and need housing assistance;

WHEREAS in the April 1993 Federal Budget, for the first time in decades, no funds were committed to new social housing units;

WHEREAS this resulted in the elimination of most housing programs, including the Non-Profit Program, Rent Supplement Program, Emergency Repair Program, Urban Native Program, Rural and Native Housing Program (off reserve) and the Residential Rehabilitation Assistance Program;

WHEREAS the elimination of these programs will put adequate and affordable housing out of reach for thousands of Canadians from coast to coast;

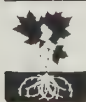
WHEREAS these cuts will undermine the quality of life in Canadian municipalities and will offload higher costs for policing, community development, health care and social assistance to municipal governments; and

***WHEREAS** the Municipality of "Anytown" relies on social housing to help provide decent and affordable housing to citizens in need, has waiting lists for social housing and cannot accept the federal government's abandonment of new social housing;

***BE IT RESOLVED** that the Municipality of "Anytown" call on all federal candidates in the area to support a reversal of the federal decision to eliminate funding for new social housing; and

***BE IT FURTHER RESOLVED** that the Municipality of "Anytown" take all steps necessary to raise this issue in the federal election.

FCM



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BACKGROUND

SOCIAL HOUSING

- According to federal government statistics, more than 1,260,000 **households** in Canada are in need of better quality or less expensive housing, a figure which underestimates true need because it excludes factors such as tight rental markets, discrimination, homelessness and accessibility. Municipalities see increasing problems of local housing affordability for low and moderate income Canadians and a growing homeless population.
- A 1991 report by FCM's Big City Mayors' Caucus found that there are more than 75,000 households on waiting lists for social housing in 13 big cities alone, and probably close to 200,000 households on social housing waiting lists nationally, attesting to the effective full occupancy of the existing and new social housing stock.
- Housing is part of the social safety net. All orders of government must work in cooperation to satisfy the housing needs of our citizens and to ensure healthy communities.

• Federal commitment to new housing programs has declined dramatically over the past decade and continues to decrease. In May 1993, a United Nations report sharply criticized the Canadian Government on its "appalling" lack of progress in alleviating poverty and homelessness. Canada has one of the lowest proportions of housing stock in the non-profit sector of all developed countries. The 1992 Federal Budget eliminated the Cooperative Housing Program and reduced other social housing spending by 22%. The April 1993 Federal Budget represents the complete federal withdrawal from any new social housing activity. The Government has terminated the Non-Profit Program, Rent Supplement Program, Emergency Repair Program, Urban Native Housing Program, Rural and Native Housing Program (off reserve) and the Residential Rehabilitation Assistance Program.

• FCM has consistently opposed the piece-by-piece dismantling of federal housing programs. The decision by the federal government to slash investment in social housing does nothing to diminish the burden on Canadian taxpayers and puts quality, affordable housing out of reach for thousands of needy Canadians.

The long-term human, social and economic costs of these measures will be felt most strongly in municipalities and will outweigh short-term savings. The declining federal role in housing and cutbacks by some provinces put pressure on municipal governments to provide social housing. Lack of affordable housing has downstream costs including local policing, justice administration, health care and social assistance at a time when municipalities are struggling as a result of the recession and cuts in federal and provincial transfers.

• In May, FCM joined with other groups to form the Canadian Housing Coalition, dedicated to opposing the federal withdrawal from housing. The Coalition has met with provincial housing ministers and will hold a national roundtable on the federal role in social housing in October. It is directing its campaign to federal political parties. Members include the Canadian Housing and Renewal Association, the Cooperative Housing Federation of Canada, the Canadian Council on Social Development, the Native Council of Canada and other groups. The Coalition is chaired by Ottawa Councillor George Brown, former Vice-Chair of FCM's Standing Committee on Housing.

FAST FACTS

SOCIAL HOUSING

- In 1991 over \$41 billion was spent on new construction and renovation in Canada, representing 7% of all goods and services produced.
- Of Canada's 10.1 million housing units, 94% are privately owned while the remaining 6%, or 626,000 units, are provided through government social housing programs. Over 40% of the social housing stock is managed under federal-provincial/territorial agreements.

Federally Supported Housing Units - 1986 to 1994

Year	New Units Allocated
1986	11,190
1987	11,525
1988	10,556
1989	10,375
1990	8,865
1991	8,568
1992	6,753 (est.)
1993	Not Available
1994	0

Source: CMHC, Program Planning and Analysis Division

USEFUL QUOTES FOR MEDIA BRIEFINGS

- Access to adequate and affordable **housing is a basic human right**, fundamental to individual and family well-being and essential to healthy communities and economic prosperity.
- A strong presence in housing by the **federal government** is crucial in ensuring the equality of access of all Canadians to adequate and affordable housing.
- **Municipalities have a responsibility** to help ensure adequate and affordable

housing for their citizens, but they cannot act alone. The federal government has a responsibility to work with the provinces, territories and municipalities to ensure that all Canadians have access to adequate and affordable housing.

- **Offloading** costs and responsibilities for housing to other orders of government is **irresponsible** and will not result in a reduced deficit. Poor housing leads to higher costs for policing, justice, health care and social services. The cuts will do nothing to diminish the burden on Canadian taxpayers. Quality affordable housing must be made available to needy Canadians.

- Conserving and **renewing the existing housing stock** must be recognized as an important element in meeting present and future housing needs.

- The elimination of new social housing unit allocations represents a **significant loss of employment** opportunities at a time when the housing industry is operating far below capacity.

- **Homelessness** has assumed unacceptable proportions in the United States and **has reached critical levels** in Canada. The federal government must not diminish efforts to help house needy Canadians.

SAMPLE NEWS RELEASE

We encourage municipalities to add local information and flavour to the news release where indicated by asterisk and to include references to the municipality where applicable.

FOR IMMEDIATE RELEASE

(Date)

FEDERAL GOVERNMENT MUST NOT ABANDON SOCIAL HOUSING

*"Anytown" -- Stating that federal candidates must listen to the concerns of local government, Mayor/Councillor "Jane Doe" said today, "the next federal government must reinstate housing programs or things will get much worse for low and moderate income residents. Homelessness and the need for social housing in the Municipality of "Anytown" and across Canada are increasing. Solutions can only be found if the federal government plays a leadership role."

*The statement comes after "Anytown" Council adopted a resolution calling on all federal candidates in the area to support a reversal of the federal government's decision to eliminate funding for new social housing.

The April 1993 federal budget eliminated the Non-Profit Program, Rent Supplement Program, Emergency Repair Program, Urban Native Program, Rural and Native Housing Program (off reserve) and the Residential Rehabilitation Assistance Program. Yet, by the federal government's own analysis, over 1.2 million Canadian **households** live in housing which is substandard or which they cannot afford.

*Commenting on the impact of the federal cuts, Mayor/Councillor "Jane Doe" said, "It is inappropriate to ask the most disadvantaged members of our community, those lacking basic shelter, to help reduce the federal deficit. The federal decision means a loss of hope for people in need, and a lower quality of life for the entire community since poor housing conditions breed crime and illness while perpetuating poverty".

*Mayor/Councillor "Jane Doe" said recently that not only will the federal decision put adequate and affordable housing out of reach for thousands of Canadians but also it will offload higher costs for policing, community development, health care and social assistance to municipal governments.

- 30 -

For more information, please contact:

*Mr. John Doe, Director Public Relations
Telephone: (555) 555-5555.
Fax: (555) 555-1111

CITY OF HAMILTON
- RECOMMENDATION -

2(a.)

SEP 29 1993

DATE: 1993 September 27

REPORT TO: Susan Reeder, Secretary
Finance & Administration Committee

FROM: Stella Glover, Secretary
City of Hamilton Licensing Committee

SUBJECT: Taxicab Priority List

RECOMMENDATION:

That Part 6 of Schedule 4 of By-law 93-069 respecting the Taxicab Priority List be amended as follows:

- (a) That the Taxicab Priority List be closed and no further applications for the addition of names to the list be accepted after October 12, 1993.
- (b) That any person currently on the Taxicab Priority List who fails to renew by the September 30th deadline be permitted to pay a late renewal filing fee of \$100.00 up to December 31st of the same year.
- (c) That the City Solicitor be authorized and directed to prepare the necessary by-law.

Stella Glover

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

A reduction in the number of hearings before the Licensing Committee of persons who fail to renew their name on the list by the September 30th deadline and who have requested reinstatement.

BACKGROUND:

At its meeting of 1993 September 08 the City of Hamilton Licensing Committee adopted the foregoing recommendations with regard to the Taxicab Priority List and asked that they be forwarded to the Taxi Advisory Committee for comment prior to consideration by the Finance and Administration Committee.

Attached, as Appendix "A", for the further information of members of the Finance and Administration Committee is a memorandum from the Taxi Advisory Committee in this regard.

The following background information was provided to the Licensing Committee and the Taxi Advisory Committee by the Manager of the Licence Division:

On December 9, 1992, after several hearings concerning persons who failed to meet the September 30th deadline for the renewal of their names on the Taxicab Priority List, the Licensing Committee considered the question of late renewals to the Taxicab Priority List. It was subsequently recommended that a penalty of \$100.00 be imposed upon late renewals to the Taxicab Priority List from October 1st to the end of the current year. The Taxi Advisory Committee was then asked to make a recommendation on this proposal.

On June 15, 1993, the Taxi Advisory Committee considered this request and referred the matter to the Manager of the Licence Division who was in the process of undertaking an extensive review of the Taxicab By-law. At its meeting of July 14, 1993, the Licensing Committee directed that a report be brought back regarding this issue.

In 1989, the Taxicab By-law respecting the Priority List provided for new regulations to add new names to the list and to renew existing names on a yearly basis. Before this new By-law was enacted, there were approximately 800 names on the Priority List. As a result, payment of an annual renewal fee was started in 1990 with a September 30th deadline for filing and the list has subsequently been reduced to 280 names. The annual renewal fee is currently \$60.00. Since the new requirements for adding names to the list has been in effect, only 11 names have been added. The substantial reduction overall in the number of persons on the list are a direct result of the unlikely prospect that new Taxi Owner's licences will be required in the

foreseeable future. This is the opinion of the majority of the Taxi Industry who believe that the City of Hamilton currently has too many taxicabs operating in the City. Persons whose names are near the top of the list have been waiting approximately 15 years and there would appear to be no necessity to permit additional names to the end of the list at this time.

With respect to the annual renewal process, individuals may renew their names from January 1 of the current year up to and including September 30th. Most persons traditionally choose to renew following receipt of a Reminder Notice which is sent in August. Invariably, a number of individuals either forget or have moved without notifying the Licence Division of a change of address (required by By-law) and do not receive the Reminder Notice. Staff then attempts to locate these persons through Taxi Driver licences, Telephone Directory and City Directory etc. Maintaining the list is time consuming for staff and when hearings are necessary, additional staff involvement is required along with that of the Licensing Committee. The majority of hearings which the Licensing Committee has to deal with concern persons who attempted to renew within approximately one week after the deadline.

To penalize persons, most of whom are actively involved in the Taxi Industry, some of whom have been waiting 15 years, is in our opinion unfair. However, permitting late filing to the end of each year would benefit members of the Taxi Industry and reduce the number of hearings before the Committee. It is, therefore, proposed that a late filing fee of \$100.00 be imposed for persons who fail to renew their name by the September 30th deadline. The \$100.00 fee is only \$40.00 more than the renewal fee which is currently at \$60.00. It is the opinion of staff that the fee which would be required for late filing is justified as staff would have to monitor who would have to renew by September 30 of each year, would receive requests to process late filing, and would undertake additional cheques to the various directory, computer and industry sources to locate any person failing to renew by the current deadline. No hearing would be involved for persons who pay the \$100.00 late filing fee.

Should these recommendations be approved, it will reduce but may not prevent all persons filing after December 31st from requesting a hearing before the Committee. Persons who have already been removed from the list may not reapply for reinstatement to the list. If it became necessary in the future, consideration could be given to reopening the list.

cc: Ald. T. Cooke, Chairperson, Licensing Committee
Ald. D. Drury, Chairperson, Taxi Advisory Committee
Mr. S. Dembe, Licence Division Manager
File

OFFICE OF THE CITY CLERK
MEMORANDUM

2(b.)

TO: Susan K. Reeder, Secretary
Finance and Administration Committee

YOUR FILE:

FROM: Stella Glover, Secretary
Taxi Advisory Committee

OUR FILE:

SUBJECT: Taxicab Priority List

DATE: 1993 September 30

At its meeting of 1993 September 21, the Taxi Advisory Committee was asked to provide comment on the following recommendations which the Licensing Committee is making to the Finance and Administration Committee:

"That Part 6 of Schedule 4 of By-law 93-069 respecting the Taxicab Priority List be amended as follows:

- (a) That the Taxicab Priority List be closed and no further applications for the addition of names to the list be accepted after October 12, 1993.
- (b) That any person currently on the Taxicab Priority List who fails to renew by the September 30th deadline be permitted to pay a late renewal filing fee of \$100.00 up to December 31st of the same year.
- (c) That the City Solicitor be authorized and directed to prepare the necessary by-law."

The Taxi Advisory Committee considered the recommendations and agreed to support recommendations (b) and (c). However, the Committee could not support recommendation (a) for the following reasons:

- (i) There are people in the industry, particularly in the brokerage offices, who are presently ineligible and anticipated that a future revision to the Taxi By-law and List would result in their eligibility. It was therefore felt to be unfair to close the List without their first having the opportunity for inclusion.

Finance and Administration Committee
Re: Taxicab Priority List

... 2

- (ii) Difficulties were foreseen if the list were to be reopened in the future - how would the applicants be prioritized?

In summary, the Taxi Advisory Committee felt that anyone in the industry who wished to spend money on adding their name, despite the length of the list, should be allowed to do so in order to avoid discrimination.



cc: Ald. T. Cooke, Chairperson, Licensing Committee
Ald. D. Drury, Chairperson, Taxi Advisory Committee
Mr. S. Dembe, Licence Division Manager
File

bcc: J.J. Schatz, City Clerk
J.D. Thompson, Manager of Legislative Services

CITY OF HAMILTON
- RECOMMENDATION -

2.(c.)

DATE: 1993 September 29

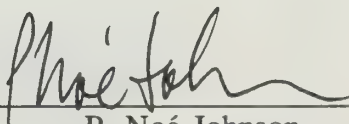
REPORT TO: S. K. Reeder, Secretary
Finance and Administration Committee


FROM: P. Noé Johnson
City Solicitor

SUBJECT: By-law to Amend the Taxi-Cab Priority List Procedures

RECOMMENDATION:

That the attached By-law be enacted by City Council.



P. Noé Johnson 

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

On October 12, 1993 City Council in adopting the Report of the Finance and Administration Committee will recommend that the City Solicitor prepare the attached By-law.

The attached By-law is to be enacted concurrently only if the Report of the Finance and Administration Committee is adopted by Council.

The Corporation of the City of Hamilton

BY-LAW NO. 93-

To Amend:

Schedule 4 of Licensing By-law No. 79-323

Respecting:

TAXI-CAB PRIORITY LIST AND PROCEDURES

WHEREAS it is desirable to close the priority list to the entry of new names, and provide for late renewal of names already entered on the list;

NOW THEREFORE the Council of The Corporation of the City of Hamilton enacts as follows:

1. Sections 20, 21, 22, 23, 24, and 25 of Schedule 4 to Licensing By-law No. 79-323, as amended and consolidated in By-law 93-069, are repealed and replaced with the following:

DEFINITION

20. The "Taxi-cab Priority List", means the list of names, addresses and dates of entry originally adopted by Council on July 25, 1989, as amended and as may be amended from time to time.

PRIORITY ONLY

21. The use of the Taxi-Cab Priority List is as a list of persons currently interested in taxi owner's licences and shall not oblige the City to issue a licence to anyone on the list, regardless of being at the top or the earliest entry, and its use shall be for the order of priority of persons entered on the list only.

CLOSURE OF LIST

22. (1) No names shall be added to the Taxi-cab Priority List, subject to the powers of the Licence Committee under this by-law and the powers of Council, and the Licence Administrator shall not receive or process applications for entry to the list.

TRANSITION

(2) Under the provisions of this by-law in force immediately before the coming into force of this section and notwithstanding subsection (1):

(a) The Licence Administrator may process an individual's application for entry on the Taxi-cab Priority List, where the application was received with the set fee on or prior to October 12, 1993;

(b) an individual may have their application for entry on the Taxi-cab Priority List considered by the Licence Committee where it was filed with the Licence Administrator at the Office of the City Clerk with the set fee on or prior to October 12, 1993; and

(c) the Licence Committee may add the individuals name and address to the Taxi-cab Priority List upon approval of the application above, along with the date the application was received.

RENEWAL

23. (1) Individuals whose names are on the Taxi-cab Priority List shall renew their entry on the list on or before September 30 of each year, by paying the prescribed fee and attending before the Licence Administrator at the Office of the Clerk, to confirm as accurate or amend the details of the entry.

(2) The Licence Administrator may receive and process renewals and fees for individuals on the Taxi-cab Priority List, note any changes, and submit an amended list to the Licence Committee for approval.

(3) An individual who fails to renew their entry on or before September 30, shall file with the Licence Administrator at the Office of the City Clerk a \$100.00 late filing fee and attend before the Licence Administrator at the Office of the Clerk, to confirm as accurate or amend the details of the entry on or before December 31 of that same year, so as to have their entry maintained on the list at the prior position.

(4) Where an individual fails to meet the requirements of this section for renewal, the Licence Administrator shall delete their name from the Taxi-cab Priority List.

ISSUANCE OF TAXI OWNER'S LICENCES

24. (1) When Council gives approval for the issuance of additional taxi owner's licences, the Licence Administrator shall advise the Licence Committee of the numbers of licences to be issued.

(2) The Licence Administrator may then send notices to individuals on the Taxi-cab Priority List in number felt sufficient to complete the issuance of available taxi owner's licences, and arrange for hearings to be held on applications.

25. (1) An individual who is entered on the Taxi-cab Priority List, after being notified by the Licence Administrator under section 24, shall submit an application in compliance with the following:

1. The applicant shall file with the Licence Administrator within 14 days of the date of notice by the Licence Administrator and prior to consideration of the application by the Committee,

(a) a statutory declaration on FORM 1A annexed hereto as Appendix "B" to Schedule 4 that he or she has actually engaged in operating a taxi-cab full-time in the City as,

(i) a taxi-cab owner,

(ii) a licensed taxi-cab driver,

(iii) a taxi-cab dispatcher, or

(iv) a taxi-cab telephone service operator, for a period of not less than two (2) full and consecutive years immediately preceding the date of consideration of the application by the Licence Committee; and

(b) either,

(i) a certified true copy by Revenue Canada of income tax returns for two consecutive years immediately preceding the date of consideration of the application by the Licence Committee; or

(ii) any one of, or any combination of the following in respect of the two consecutive years immediately preceding the date of consideration of the application by the Licence Committee:

1. a certified copy of record of employment,

2. statements of insurable earnings as issued by the Unemployment Insurance Commission,

3. statements of contributions to the Canada Pension Plan as issued by Revenue Canada,

4. monthly charge statements as issued by a taxi-cab broker operating in the City of Hamilton,

5. original trip records, or

6. such other or equivalent documentation as the Licensing Committee may accept.

(2) (a) In the case of a taxi-cab driver, for the purposes of subsection 25(1)1.(a)(ii),

(i) "one full year" shall mean not less than 100 shifts or the equivalent thereof;

(ii) "shift" shall mean a period of not less than 12 consecutive hours; and

(b) in the case of a taxi-cab dispatcher or telephone service operator, for the purposes of subsection 25(1)1.(a)(iii) and (iv),

(i) "one full year" shall mean not less than 150 shifts or the equivalent thereof;

(ii) "shift" shall mean a period of not less than 8 consecutive hours.

(3) Upon issuance or denial of a taxi owner's licence to an individual under this by-law, the Licence Administrator shall delete the individual's name from the Taxi-cab Priority List.

(4) The Licence Administrator shall notify an individual that a taxi owner's licence may be issued, and the individual shall within fourteen (14) days of the date of giving notice submit proof of compliance with paragraphs 3 and 5 of section 12 of this Schedule.

(5) Notwithstanding the provisions of this part,
the Licence Committee may,

(a) delete names of individuals from the Taxi-cab
Priority List, or

(b) add names of individuals to the Taxi-cab
Priority List in order of date of application.

2. In all other respects By-law No. 79-323, as amended and
consolidated in By-law 93-069, is confirmed without change.

PASSED this day of A.D. 1993.

City Clerk

Mayor

**AROUND THE BAY GRANT APPLICATION
TO THE CITY OF HAMILTON**

3(a.)

The following grant application is presented for your kind consideration.

PREAMBLE

In 1994, the Around The Bay Road Race will celebrate its 100th anniversary. It predates the fabled Boston Marathon by three years, and is the oldest road race in North America. This application is for funds to promote the 1994 race in a manner commensurate with its stature.

AMOUNT

The amount requested is \$25,000.00.

PURPOSE

The money will be spent on promotion of the 100th anniversary event. The target audiences will be the international running community, and the general public in the Golden Horseshoe area.

BENEFITS TO HAMILTON

Interest in the event has already been expressed by international news media. The race will receive the international coverage befitting one of the oldest sporting events on the continent. We are hoping to attract a stellar field which will further enhance the newsworthiness of the event. Corporate

TO THE CITY OF HAMILTON

sponsors and ethnic organizations are being invited to sponsor runners from around the world for the 100th anniversary.

For the past few years, the race has attracted a field of 1300 runners, many of whom bring friends and family to the event. A 5K fun run introduced in 1993 attracts even greater numbers. We expect the number of participants to increase dramatically for the 100th anniversary. The event should attract 10-15,000 people to the City. In anticipation of the increased logistical challenge -- and in order to provide superior facilities for the runners -- we moved the race headquarters to Copps Coliseum, effective for the 1993 race. Feedback from the running community was very positive.

Many competitors are from out-of-town and stay 1 to 2 nights in the city. Sheraton Hamilton is the official race hotel and offers runners and their families a special reduced rate for accommodation. Other events, such as dinners featuring special guest speakers are also hosted at the Sheraton.

The boost from the 100th anniversary event is expected to result in bigger fields in subsequent years, and an overall higher profile for the event. Around The Bay has the potential to be Canada's 'Boston Marathon'. Benefits of both revenue and prestige are available to Hamilton as a direct result of this event.

TO THE CITY OF HAMILTON**CURRENT FINANCIAL SITUATION & PLANS**

The race is currently supported and operated by Hamilton Sertoma Club. After all financial obligations were met, the 1993 event emerged with a profit of \$370.67. Thus we do not face the anniversary event with a surplus of any significance.

This year we are continuing our pursuit of corporate sponsors. Our sources of income comprise runners' entry fees, donations of money, goods and services by sponsors. Sponsors for this year's event include:

The Hamilton Spectator, Sheraton Hamilton, CHML/Y95, 820 CHAM, Tim Hortons, Fortinos, Borden Catelli, Beverly Tire, Carter Lease & Rentals, Stirling Print-All, Royal Bank, and the City of Hamilton Culture & Recreation Department.

Cash sponsorship for 1994 currently totals \$24,617.00. New corporate sponsors are being approached, but the depressed economy is proving a negative factor in this regard.

IMPLICATIONS OF INSUFFICIENT FUNDING

The annual cost of staging the Around The Bay Road Race is very modest compared with other major road races, many of which are considerably younger than the Bay race. Many races have been lifted from virtual anonymity to prestige status by the infusion of sponsorship dollars and the running 'stars' they have attracted. The Toronto Marathon which can in

AROUND THE BAY GRANT APPLICATION

TO THE CITY OF HAMILTON

4

no way compete historically with Around The Bay, and which until recently attracted small fields by big city marathon standards, received sponsorship dollars of \$1.6 million for the 1993 race. That event, which included a relay race occurring concurrently, attracted approximately 3000 runners -- a number we would expect to exceed in Hamilton in 1994.

Without the grant we are requesting here, there will be less promotional impact and consequently a less prestigious event for Hamilton.

SUMMARY

In summary, the 100th anniversary of the Around The Bay Road Race presents all those associated with it an opportunity to really 'put the race on the map'! Benefits to Hamilton include the tangible -- revenue, and the intangible -- exposure. The event will only have one centenary celebration. A grant of \$25,000.00 from its home city would contribute significantly to the success of the event. A copy of this submission will be made available to members of the Committee of the Whole. Thank you for your consideration.

AROUND THE BAY ROAD RACE
FINANCIAL STATEMENT FOR 1993

REVENUE

ROYAL BANK	\$3,000.00
CITY OF HAMILTON	\$5,000.00
THE SPECTATOR	\$5,350.00
BEVERLY TIRE	\$1,070.00
TIM HORTONS	\$2,354.00
BORDEN CATELLI	\$5,243.00
SERTOMA	\$2,600.00
EXPO	\$1,498.00
DINNERS	\$2,350.00
ENTRY FEES-5K	\$1,540.00
ENTRY FEES-30K	\$28,253.00
SALE OF PREV. YEARS T-SHIRTS	\$1,235.00

TOTAL REVENUE

\$59,493.00

EXPENDITURES

RACING PACKS	\$19,121.32
SPONSORSHIP AWARDS	\$6,800.00
POSTAGE	\$3,494.14
TELEPHONE	\$366.86
ACCREDITATION INSURANCE	\$1,025.00
ATHLETES FOOD	\$849.00
ATHLETES EXPENSES	\$1,127.58
EQUIPMENT RENTAL	\$300.00
EQUIPMENT PURCHASE	\$1,079.85
STATIONARY	\$651.45
MARKETING & PROMOTIONS	\$2,093.03
RUNNERS BIB #'S	\$541.43
COPPS COLISEUM RENTAL	\$1,803.01
SIR JOHN A. MACDONALD RENTAL	\$285.05
ART WORK	\$400.00
TROPHIES	\$1,169.02
TRAFFIC CONTROL CONING	\$2,247.00
COMPUTER TIMING	\$2,920.97
PORTABLE TOILETS	\$321.00
HONORARIUMS	\$2,000.00
PARKING	\$45.80
DEAF INTERPRETOR	\$90.00
MEDICAL	\$11.13
DINNER AT EXPO	\$2,987.94
JB MANAGEMENT COMMISSIONS	\$5,614.00
P RHODES	\$700.00

EXPENDITURES	\$58,044.58
PAID OFF 1992 DEFICIT	\$1,077.75

TOTAL EXPENDITURES

\$59,122.33

1993 SURPLUS

\$370.67



City of
HAMILTON

Treasury Department

71 Main Street West, Hamilton, Ontario, L8N 3T4
Tel. (416) 546-2739 / Fax (416) 546-2449

1993 May 7

Around the Bay Road Race Committee
2658 South Grimsby Road #7
Smithville, Ontario
L0R 2A0

Attention: Peter Rhodes

Further to your request for a 1993 General Grant this will confirm an earlier telephone conversation when I had mentioned that unfortunately your application was not funded by the Committee of the Whole and subsequent City Council meeting of March 26, 1993.

At the same time the Council agreed to consider your request for funds in recognition of your 100th Anniversary in the fall of 1993. Please contact me in August to discuss the details of this presentation.

In light of this decision, you may wish to explore alternative sources of funding if this is not a component of your present operations. Consideration could be given to the use of Lottery schemes (e.g. Nevada Break-open tickets, Bingo) or requesting funds from local Service Clubs, Foundations, private donations and other levels of Government. If you would like further information concerning the Lottery schemes please contact the Clerk's department, Licencing Division at 546-2742.

Should you require further clarification please contact me at 546-2739.

Yours very truly,

D. Kevin Beattie
Grants Co-Ordinator

DKB:jc





ON YOUR MARKS.

GET SET...

PARTY!

Sunday, March 27, 1994

One hundred years in the running, The Hamilton Spectator Around the Bay Road Race is the oldest road race in North America. Enjoy a weekend of celebrations in Hamilton.

For further information, direct inquiries to:

Peter Rhodes, Race Director

THE BAY

(905) 957-1581

P.O. BOX 68022,

Blakely Postal Outlet,

Hamilton, Ontario,

Canada L8M 3M7



*The Tradition
Continues*

A 30K STREET PARTY!

Race to win, run for glory, run for fun run to finish, run just to be there – but BE there!

JOIN US FOR THE WEEKEND
OR JUST ON RACE DAY
AND BE PART OF HISTORY
IN THE MAKING. BUT
WHETHER YOUR MOTIVES
ARE HISTORICAL OR HYS-
TERICAL, RUN THE 30K OR
5K STREET PARTY ROAD
RACES.

3 (b.)

CITY OF HAMILTON
- INFORMATION -

DATE: October 15, 1993

REPORT TO: Susan Reeder, Secretary
Finance and Administration Committee

FROM: D. Kevin Beattie
Grants Co-ordinator

SUBJECT: Around the Bay Road Race- 100th Anniversary Grant
Request

BACKGROUND:

The Committee of the Whole and subsequent City Council meeting of March 26, 1993, in considering the 1993 General Grant requests, denied the request from Around the Bay Road Race in the amount of \$25,000. However, Council did recommend that this request be considered in the fall as the request relates to the 100th anniversary of the Road Race which is to be held March 27, 1994.

Attached is the background material provided by the applicant which relates to the request. Also attached is the correspondence outlining the recommendation of City Council on the 1993 request.

There are no remaining unallocated General Grant funds in 1993.

As additional background the applicant receives annual funding for this event from within the Culture and Recreation budget which in 1993 amounted to \$5,000.

D Kevin Beattie

4.

CITY OF HAMILTON
- RECOMMENDATION -

OCT 7 1993

DATE: October 5, 1993

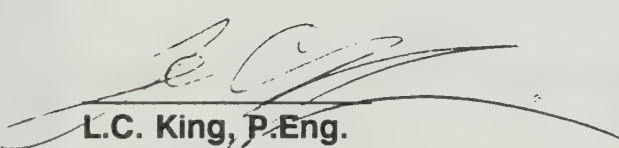
REPORT TO: Mrs. Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: L.C. King, P.Eng.
Chairman, Development Charges Subcommittee

SUBJECT: Complaint under the Development Charges Act
190 Limeridge Road West
(93.2.4.2.1.A, 93.4.2.1.A)

RECOMMENDATION:

After hearing the evidence and submission of the complainant, Clem Valery, the Council of the Corporation of the City of Hamilton hereby confirms the development charges imposed on the property located at 190 Limeridge Road West as having been properly imposed pursuant to the City of Hamilton Development Charges By-law #90-74, as amended.



L.C. King, P.Eng.
LCK/PCL/dm

FINANCIAL/STAFFING/LEGAL IMPLICATIONS: N/A

BACKGROUND:

The subject lands at 190 Limeridge Road West were developed under a building permit for the erection of an eight storey apartment building to be used for non-profit purposes. The building permit application was made on September 10, 1991 and the building permit was subsequently issued on March 24, 1992. At the time of building permit issuance, the owner, Valery Construction Limited, was required to pay city development charges of \$116,231.86.

On June 30, 1992, City Council amended the Development Charges By-law #90-74 which changed the rates and payment schedules prescribed for development charges. This particular project was subject to a 40% rebate as the development charges amendment was retroactive to January 1, 1992. The Developer received a refund cheque of \$46,492.74.

In September of 1992, a complaint was filed by the applicant on the basis that the subject lands were used for non-profit purposes and, therefore, should not be subject to development charges. This complaint was heard by the Finance and Administration Committee and subsequently denied by Council in October of 1992.

This complaint has been filed on the basis that the subdivision agreement, which was on the lands, had payments which paid for services charged under the Development Charges By-law. Investigation by City staff of the discharged subdivision agreement shows that the payments made by the previous owner were not for services charged under the Development Charges By-law.

The Development Charges Staff Subcommittee met and reviewed the evidence and did not support the complaint for the following reasons:

1. The existing subdivision agreement upon the lands, which has now been discharged, did not require payment for any services charged under the Development Charges By-law. Therefore, no credit is available for payments made under the discharged agreement.
2. The Developer of the lands made a previous complaint, which was denied by City Council.
3. The eight storey apartment building does create a demand for services as charged under the Development Charges By-law.
4. The Developer and complainant has already received a refund of \$46,492.74 due to the by-law amendment which reduced development charges by 40% for those permits issued after January 1, 1992.

c.c. - Development Charges Staff Subcommittee

ZIMMERMAN & ASSOCIATES

BARRISTERS SOLICITORS NOTARIES

WALTON WAR ZIMMERMAN B.A. LL.B.
CERTIFIED AS A SPECIALIST IN CIVIL AND COMMERCIAL LITIGATION
BY THE LAW SOCIETY OF UPPER CANADA

MICHAEL ZIMMERMAN, B.A. LL.B. J. BARRY EAKINS, B.A. LL.B.
KAREN F. CIMBA, B.A. LL.B. RICHARD F. SHACHOWSKI, B.A. LL.B.

ASSOCIATES: DONALD G. McLEAN, LL.B.
RONALD N. McCREADE, B.A. LL.B.

IMMIGRATION COUNSEL
HON. JOHN C. MURPHY, B.A. LL.B. PC. GARY L. SEGAL, B.A. LL.B.
SHANE M. WATSON, LL.B.
ALSO ADMITTED IN ENGLAND & WALES AND HONG KONG

OFFICE OF THE CITY CLERK

MAY 03 1993

REC BY
REFD TO
REFD TO
REFD TO
DATE
ALTO

TELEPHONE (416) 524-0231
FAX (416) 524-2023
SUITE 4201
100 MAIN STREET EAST
HAMILTON, CANADA
L8N 3W6

April 30, 1993

The Corporation of the City of Hamilton
City Clerk
71 Main Street West
Hamilton, Ontario
L8N 3T4

Dear Sir/Madam,

Re: Valeri Construction Limited - Rebate of Development
Charges, 190 Limeridge Road West (Blk C-1 Plan M52)

We are the solicitors for T. Valeri Construction Limited and as a result of an overpayment of Development Charges paid pursuant to an unlawful demand made by the City of Hamilton our client demands that it be reimbursed in the sum of \$69,739.12 with a reasonable allowance for interest.

During the 1960s and early 1970s the parcel of property known municipally as 190 Limeridge Road West was owned along with adjoining properties by Wil-Bar Developments Limited. The City of Hamilton and Wil-Bar Developments entered into a subdivision agreement on December 8th, 1970 registered as Instrument No 4291LT. The plan called for multi-dwelling housing to be constructed on site as evidenced by the subdivision agreement and By-Law 68-156 as amended.

The parcel was transferred to numerous owners with no development occurring on site until after T. Valeri Construction Limited obtained the property in 1989. On January 23rd, 1992 the property was transferred to the Sons of Italy (Hamilton) Housing Corporation and Valeri Construction Limited constructed a 62 unit low income housing project known as Columbus Place. Prior to obtaining the Building Permit, on March 24th, 1992 Valeri Construction duly paid the full Development Charges under protest in the amount of \$341,532.86, calculated as follows:

Regional Development Charges	\$225,301.00
Municipal Development Charges	116,231.86
Total	<u>\$341,532.86</u>

Municipal Development Charge Rate Reductions were approved by City Council on June 30, 1992 and made effective retroactively to January 1st, 1992. Accordingly, Valeri Construction has received a rebate in connection with Municipal Development Charges paid in the amount of \$46,492.74. In summary, Valeri Construction has paid \$69,739.12 in Municipal Development Charges.

During the latter part of 1992, Valeri Construction was advised that Ed Robinson Construction Company (a.k.a. Ed Robinson Properties Limited) which had developed the adjoining properties at 150 and 200 Limeridge Road West had obtained a rebate of Development Charges and the Heavy Loading Charge for their properties three to four years ago.

We have made inquiries and believe that Ed Robinson Construction received a rebate during 1990 for the Development Charges assessed against Block B Plan M-52 and for the Heavy Loading Charges assessed against Block B Plan M-52 under section 215 of the Municipal Act, R.S.O. 1980, as amended. As properties with respect to which a subdivision agreement has been signed are exempt from the Development Charges as the same were already dealt with in the subdivision agreement.

We believe that the City did not dispute with Ed Robinson Construction Limited that Development Charges were paid by Wil-Bar Development Limited when the subdivision agreement was registered in 1970. Note that the aforementioned subdivision agreement states in section 11, section 1(a) on page 9 that "all local improvements or charges against the land in "the Plan" and all sever rates imposed against the owner or occupant thereof" were paid to the City Treasurer at the time of execution of the agreement.

The City was aware of the high density of housing that was to be placed upon the land as evidenced by the subdivision agreement and By-Law 68-156 as amended.

The general proposition found in case law is that a municipality does not have the authority to impose levies on the registration of a plan of subdivision and again on the approval of a draft plan of condominium on the same land where the degree of change in the development and the additional services required to be supplied by the region are minimal or nonexistent. Development Charges are only payable if the conversion or development adds any pressures on the municipality for any additional basis. In the matter at issue the conversion was from a high density apartment unit to a 62 unit project, a development that would put less pressure on municipal services than originally planned.

In summary, it appears to be clear that in total the sum of \$69,739.12 was paid by Valeri Construction to the City as Municipal Development Charges pursuant to an unlawful demand. As

- 3-

the initial amount was paid under protest on March 24th, 1992. Valeri Construction demands that it be reimbursed the sum of \$69,739.12, being the amount of Development Charges paid with accrued interest.

We trust the above information is satisfactory and look forward to hearing from you on this matter. If there are any questions, please contact the writer.

Yours truly,

ZIMMERMAN & ASSOCIATES

Per:



R. Bialachowski

RB:sp



City of
HAMILTON

OFFICE OF THE CITY CLERK

71 Main Street West, Hamilton, Ontario, L8N 3T4
Tel. (905) 546-2700/ Fax (905) 546-2095

1993 October 6th

Zimmerman & Associates
Barristers, Solicitors, Notaries
Suite 3201
100 Main Street East
Hamilton, Ontario L8N 3W6

Attention: W. Zimmerman

Dear Mr. Zimmerman:

Re: Development Charges Act Complaint
- 190 Limeridge Road West

Pursuant to Section 8(4) of the Development Charges Act, notice is hereby given that the Finance and Administration Committee will consider your request for relief of payment of development charges for the above property at its meeting scheduled for Thursday, 1993 October 21st.

Would you please arrange to be in attendance at 10:45 o'clock a.m., in Room 233, City Hall at which time the Finance and Administration Committee will formally consider your complaint.

I trust these arrangements are satisfactory, however, would you please advise me if such is not the case.

Yours truly,

Susan K. Reeder, Secretary
Finance and Administration Committee
SKR/dbm

c.c.- Alderman D. Ross, Chairperson, Finance and Administration Committee

- Mayor R. Morrow
- Mr. A. Ross, Treasurer
- Mr. T. Daw, Manager of Revenues, Treasury Department
- Mr. L. King, Building Commissioner
- Mr. P. Lampman, Building Department
- Mr. P. Hooker, Law Department
- Mr. D. Lee, Supervisor of Records/FOI Officer, City Clerk's Office
- Ms. Dorothy Redfern, Development Co-Ordinator, Regional Finance Department

FINANCE AND ADMINISTRATION COMMITTEE

THURSDAY, 1993 OCTOBER 21ST

CONSENT AGENDA

URBAN N
UCI
1993
GOVERNMENT DOCUMENTS

A. MINUTES OF THE FINANCE AND ADMINISTRATION COMMITTEE

- (i) Minutes of the regular meeting held on Thursday, 1993 September 23rd.
- (ii) Minutes of a special meeting held Tuesday, 1993 September 28th.
- (iii) Minutes of a special joint meeting of the City's Finance and Administration Committee and the Region's Administrative Services Committee and the Region's Finance Committee held Tuesday, 1993 September 21st.

B. CITY SOLICITOR

By-law to authorize a West Mountain Bocce Program.

C. FRENCH SUB-COMMITTEE

Appointment of member to the French Sub-Committee - Michel Duvalsaint.

D. TAXI ADVISORY COMMITTEE

Replacement of the Taxi Brokerage representative for Veterans Taxi on the Taxi Advisory Committee.

E. CITY CLERK

Use of City Hall Facilities:

- (i) Student Art Display - Allenby School Continuing Education Programme - Request to use the 2nd Floor Lobby from 1993 October 1 - 15.
- (ii) St. Joseph's Hospital Run - Use of Forecourt - Sunday, 1993 October 24.
- (iii) Community Carol Sing - Request from the Salvation Army to use the Forecourt Friday, 1993 December 17.
- (iv) Public Works Department's Waste Reduction Week - Request to set up a display under the staircase on the 1st Floor - 1993 October 4 - 12.

F. MANAGER OF PURCHASING

Supply and delivery of light fixtures for Commonwealth Square.

G. COMMISSIONER OF HUMAN RESOURCES

Appointments to and terminations from permanent positions with the Corporation of the City of Hamilton to 1993 October 13th.

H. TREASURER

- (i) Funding - City's share of Allison Estates Phase I.
- (ii) Funding - Participation in the Children's International Winter Games.
(copy to follow)
- (iii) Funding - Hosting the Children's International Summer Games.
(copy to follow)
- (iv) Financing of settlement of expropriation - part of 1477 Upper James Street -
Albert Boxinbaum.

I. HAMILTON STATUS OF WOMEN SUB-COMMITTEE

Appointment of members to fill vacancies.

J. SECRETARY, FINANCE AND ADMINISTRATION COMMITTEE

Information Items.

Thursday, 1993 September 23
9:30 o'clock a.m.
Room 233, City Hall

The Finance and Administration Committee met.

There were present: Alderman D. Ross, Chairperson
Alderman B. Charters, Vice-Chairperson
Mayor Robert M. Morrow
Alderman T. Cooke
Alderman T. Anderson
Alderman V. Agro
Alderman D. Agostino
Alderman D. Drury
Alderman G. Copps

Also present: Alderman B. Morelli
J. Schatz, Acting Chief Administrative Officer and City Clerk
M. Watson, Manager, Real Estate Division, Property Department
D. Vyce, Director of Property
J. Hindson, Director of Information Services
A. Ross, Treasurer
B. Chrystian, Manager of Parks, Public Works Department
J. Johnston, Commissioner of Human Resources
K. Beattie, Grants Co-Ordinator, Treasury Department
D. Powers, Law Department
P. Lampman, Deputy Building Commissioner
Deputy Fire Chief Smith
D. Farquhar, Manager of Administration, Public Works Department
T. Bradley, Manager of Purchasing
M. Kay, Supervisor of Pensions, Treasury Department
C. Stableford, General Manager, S.P.C.A.
P. Barkwell, Law Department
T. Daw, Manager of Revenues, Treasury Department
T. Bradbury, Supervisor of Taxation, Treasury Department
D. King, Manager of Internal Controls, Treasury Department
B. Gilchrist, Treasury Officer - Revenues, Treasury Department
Susan K. Reeder, Secretary

A G E N D A

DELEGATION - 9:30 O'CLOCK A.M.

1. Junior Achievement of Hamilton-Wentworth - lease amount of approximately 6,379 square feet in the Upper Wentworth Composite Building.

The Committee received a Delegation from Junior Achievement of Hamilton-Wentworth consisting of Mr. John Skirving, Carol Houslander, and Don Fell.

The Committee was in receipt of correspondence from Carol Houslander, Executive Director of Junior Achievement of Hamilton-Wentworth, dated 1993 September 16, generally outlining that they wish to speak to the Committee respecting the proposed rental space at the Upper Wentworth Composite Building, and the rental rate being quoted.

The Committee was also in receipt of an Information Report from the Director of Property dated 1993 September 14, respecting this proposed rental of space and the calculations made to arrive at a rental rate for this building.

The Junior Achievement Delegation spoke to the Committee and indicated that they have a wish to expand their programme which they are unable to do in their present facilities; as well they are unable to accommodate disabled youth in their present building. They also indicated that the cost included in the rental for cleaning could be reduced since they would be willing to do the cleaning of the building themselves in order to save this cost. They concluded their presentation by indicating that they would like to have the Committee's direction to meet with staff to work out a mutually agreeable rental rate.

The Committee then agreed:

That the Chief Administrative Officer be directed to co-ordinate a meeting of staff to meet with the Junior Achievement representatives in order to work out a rental amount for the space offered at the Upper Wentworth Composite Building which would be mutually agreeable and report back to the Committee.

3. CONSENT AGENDA

The Committee was in receipt of its Consent Agenda.

Alderman Copps raised questions respecting Item B, (iii) - Information Report - Status of Hosting, Receptions and Related Accounts as at 1993 August 31st.

The Committee then agreed to receive this document for information purposes.

The Committee agreed to receive the following documents contained within its Consent Agenda:

A. MINUTES OF THE FINANCE AND ADMINISTRATION COMMITTEE

The Committee was in receipt of the minutes of its regular meeting held Thursday, 1993 August 26th and its Special meeting held on Tuesday, 1993 August 31st and approved these minutes as circulated.

B. TREASURER

- (i) Tax applications processed under Section 443, Subsection (5) of the Municipal Act, Chapter 45, Statutes of Ontario, 1990.

The Committee was in receipt of a report from the Treasurer dated 1993 August 26, respecting the above noted matter and approved the following:

That Realty and Business Tax Applications processed under Section 443 of the Municipal Act, Chapter 45 Statutes of Ontario, 1990 in the amount of \$58,720.27 be approved and charged to CH53307-24104 Tax Remissions.

- (ii) Information Report - Status of Unclassified Revenue and Expenditures as at 1993 August 31st.

The Committee was in receipt of an Information Report from the Treasurer dated 1993 September 14, respecting the above noted matter and agreed to receive this document for information purposes.

- (iv) Funding - Proposed construction of concrete alley between Fairfield Avenue North and Paling Avenue from Britannia Avenue to the north limit of 226 Fairfield Avenue North and 255 Paling Avenue.

The Committee was in receipt of a report from the Treasurer dated 1993 September 14, respecting the above noted matter and approved the following:

That as referred to in Section 28 of the Twelfth Report for 1993 of the Transport and Environment Committee, the City Solicitor be authorized to prepare an appropriate By-Law to construct an alley between Fairfield Avenue North and Paling Avenue from Britannia Avenue to the north limit of 226 Fairfield Avenue North and 255 Paling Avenue under the Local Improvement Act at an estimated cost of \$20,000., with a City's share of \$8,924. to be financed from the Reserve for Capital Projects (Account Centre No. CH 00203) and the balance of \$11,076. being the Owner's share to be financed by the issuance of debentures for a period not to exceed 20 years. It is further recommended that application be made to the Regional Municipality of Hamilton-Wentworth to issue debentures in the amount of \$11,076. for a term not to exceed 20 years for the above project.

C. CITY SOLICITOR - Amendment to By-law No. 93-151 respecting Market Hours.

The Committee was in receipt of a report from the City Solicitor dated 1993 August 26, containing the above-noted By-law. The Committee agreed that the By-law be approved and forwarded to City Council for enactment.

D. CITY CLERK

- (i) Extension of Liquor Licence - Cricket's Eatery, 1900 King Street East.

The Committee was in receipt of a report from the City Clerk dated 1993 September 13, respecting the above noted matter and approved the following:

That approval be given to the action taken by the City Clerk of advising the Liquor Licence Board of Ontario that the City of Hamilton is aware of, and has no objection, to the issuance of an extension of liquor licence permit to Cricket's Eatery located at 1900 King Street East on Sunday, 1993 September 19th from 7:00 - 11:00 o'clock p.m. for the purpose of holding a fall season "Western Sizzler Night" in conjunction with the Rosedale Business Association.

- (ii) Appointment of a Finance and Administration Committee representative to serve on the Joint City and Regional Roomers and Boarders Task Force.

The Committee was in receipt of a report from the City Clerk dated 1993 September 23, presented at the meeting respecting the above noted matter.

It was indicated that this issue should be referred to Regional Council for its approval as well and it was agreed that the recommendation would be amended and the Committee approved this amendment recommendation as follows:

- (a) That Alderman D. Agostino be appointed to serve as the Finance and Administration Committee Representative on the Joint City and Regional Task Force on Roomers and Boarders; and,
- (b) That Regional Council be advised of this appointment; and,

- (c) That Regional Council be requested to amend the composition of the Joint City and Regional Task Force on Roomers and Boarders to include representation from the President or his designate of the Municipal Non-Profit (Hamilton) Housing Corporation.

ADDED - (iii) - Special Occasion Permit - Chedoke-McMaster Hospitals Foundation Oktoberfest Fundraiser.

The Committee was in receipt of an added report from the City Clerk dated 1993 September 22, respecting the above noted matter and approved the following:

That the Liquor Licence Board of Ontario be advised that the City of Hamilton is aware of the McMaster University Faculty of Health Science and the Chedoke-McMaster Hospitals Foundation Oktoberfest Fundraising Evening being held in support of Bone Marrow Transplant Research on 1993 October 23rd at the H.M.C.S. Star and deems this event to be of municipal significance, and as such does not object to the issuance of a Special Occasion Permit.

E. DIRECTOR OF PROPERTY - Closure of Property Department Capital Projects.

The Committee was in receipt of a report from the Director of Property dated 1993 September 14, respecting the above noted matter and approved the following:

That the City Treasurer be directed to close the following Capital Project accounts with any excess funding to be transferred to its original source of financing:

Capital Centre Number	Project Description	Authorized Gross Cost	Expended/ Committed To Date	Balance Available	Source(s) of Financing
(a) 318241001	Energy Conservation Projects-City Hall	\$730,000.00	\$729,783.32	\$216.68	Reserve for Capital Projects and Capital Levy
(b) 319141001	Major Maintenance to Civic Buildings	750,000.00	749,851.65	148.35	Debenture
(c) 319241002	Major Maintenance to Civic Buildings	300,000.00	299,779.03	220.97	Debenture
TOTAL				\$586.00	

F. COMMISSIONER OF HUMAN RESOURCES - Appointments to and Terminations from permanent positions with the Corporation of the City of Hamilton to 1993 September 15th.

The Committee was in receipt of a report from the Commissioner of Human Resources dated 1993 September 15, respecting the above noted matter and approved the following:

That the listing of Appointments To and Terminations From Permanent positions with the Corporation of the City of Hamilton to 1993 September 15, be approved.

G. SECRETARY, FINANCE AND ADMINISTRATION COMMITTEE - Information Items.

The Committee was in receipt of a report from the Secretary of the Finance and Administration Committee dated 1993 September 16, respecting Information Items and approved the following:

That the following Information Items, which have been previously forwarded to members of the Committee under separate cover, be received for information purposes:

- (a) Information Report - Director of Information Systems - 1993 Information Systems Survey Results - report dated 1993 September 14th
- (b) Minutes - Keep Hamilton Clean Committee - meeting of 1993 June 22nd.

4. CHAIRMAN, DEVELOPMENT CHARGES SUBCOMMITTEE - Requested Report - Reimbursement - Development Charges Complaint - C. H. Heist Limited - 84 Birmingham Street.

The Committee was in receipt of a report from the Chairman of the Development Charges Subcommittee dated 1993 September 14, respecting the above noted matter. The Committee approved the following:

- (a) That the Development Charges Act complainant, C. H. Heist Limited, be refunded \$14,074.57 in development charges due to over payment on the property located at 84 Birmingham Street; and,
- (b) That with respect to the remaining balance of \$3,810.18, that after hearing the evidence and submission of the complainant, C.H. Heist Limited, the Council of the Corporation of the City of Hamilton hereby confirms that the balance of the development charges imposed on the property located at 84 Birmingham Street as having been properly imposed pursuant to the City of Hamilton Development Charges By-law #90-74, as amended.

5. COMMISSIONER OF HUMAN RESOURCES

(a) Reclassifications - City Clerk's Office.

The Committee was in receipt of a report from the Commissioner of Human Resources dated 1993 June 15, respecting the above noted matter. This Item had been tabled from the previous meeting due to a lack of time in the meeting. The Committee then approved the following:

- (a) That the salary reclassification for the following non-union positions in the City Clerk's Office be approved in accordance with the recommendation made by City Core Group:

<u>POSITION TITLE</u>	<u>FUNCTION</u>	<u>GRADE</u>	<u>SALARY</u>
(i) Manager, Records Division	Manage the Administrative Division of the City Clerk's Department, prepare and monitor departmental budgets, supervise municipal elections, manage support services for the Aldermen and perform all duties of the City Clerk in his absence in rotation with the Manager, Legislative Services	G	\$62,178.48 - \$73,286.72
(ii) Freedom of Information Officer	Administer the Corporate Records Management Program, Supervise the Records Section of the City Clerk's Department, Supervise the Central Records Centre, Administer the Municipal Freedom of Information and Protection of Individual Privacy Act. Assist in a major way with Municipal Elections. Assist with budget preparation and act as Secretary to the Administrative Team.	L	\$43,484.48 - \$51,205.44
(iii) Administrative Assistant III	To provide secretarial and administrative services to the Manager of Administrative Services and the Manager of Legislative Services	O	\$34,001.76 - \$39,962.52

- (b) That the following title changes, resulting from the reorganization, be approved:-

FROMTO

- | | |
|--|------------------------------------|
| (i)
Manager, Records Division | Manager of Administrative Services |
| (ii)
Freedom of Information Officer | Supervisor of Records/FOI Officer |
| (iii)
Administrative Assistant III | Administrative Assistant II |

(b) Reclassifications - Public Works Department.

The Committee was in receipt of a report from the Commissioner of Human Resources dated 1993 June 1, respecting the above noted matter. This Item had been tabled from the previous meeting due to a lack of time.

The Committee approved the following:

That the following positions in the Public Works Department be reclassified in the following manner, as recommended by Core Group at its meeting of 1993 May 19.

That these reclassifications go into effect on the date of Council's approval.

<u>Title</u>	<u>Current Level</u>	<u>Proposed Level</u>
(a) Superintendent of Facilities	Level I"3" \$56,217.72 - \$66,242.28	Level H"3" \$58,386.12 - \$68,816.28
(b) Superintendent of Cemeteries	Level L"3" \$43,484.48 - \$51,205.44	Level J"3" \$53,779.96 - \$63,398.40
(c) Manager of Cemeteries (Classified Downward)	Level G \$62,178.48 - \$73,286.72	Level H \$58,386.12 - \$68,816.28

Net change in staff - 1 position deleted (Office Manager - \$43,484.48 - \$51,205.44)

(c) Staffing Reorganization - Public Works Department.

The Committee was in receipt of a report from the Commissioner of Human Resources dated 1993 June 14, respecting the above noted matter. This matter was tabled from a previous meeting due to a lack of time in that meeting.

The Committee then approved the following:

That the complement in the Horticultural Section of Public Works be adjusted as follows:

	<u>Delete</u>	<u>Increase</u>
Gardener II	1	
Tractor Operator	1	
Truck Driver (Parks)	2	
Lead Hand (Parks)	1	
Landscaper		5
Totals:	<u>5</u>	<u>5</u>

Net change in staffing = NIL

6. DIRECTOR OF INFORMATION SYSTEMS - Expanded Centrex Telephone Service Area (Area-Wide Centrex).

The Committee was in receipt of a report from the Director of Information Systems dated 1993 September 10, respecting the above noted matter and approved the following:

- (a) That the Director of Information Systems be authorized to proceed with the implementation of "Area-wide" Bell Canada Centrex services in the amount of \$11,000. from Account CH56111-26023 (City Phone Charges); and,
- (b) That the City Treasurer be authorized to make telephone budget appropriation changes as required to re-allocate telephone cost allocations from Departments who will have reduced telephone costs to Departments that will experience increased costs; and,

- (c) That the net savings of \$10,000. (estimated) per year be removed from the Telephone Accounts effective 1995 January 1.; and,
- (d) That implementation be subject to the Region of Hamilton-Wentworth contributing their share of the cost (\$11,000.).

7. CHIEF ADMINISTRATIVE OFFICER - Task Force to review the Sub-Committee System.

The Committee was in receipt of a report from the Chief Administrative Officer dated 1993 September 15, respecting the above noted matter.

Mr. J. Schatz, Acting Chief Administrative Officer, spoke to this report and advised that Section 1 of the Recommendation indicated that the significant costs associated with the administration of Sub-Committees should be amended to read \$500,000. annually.

Discussion then ensued with respect to this matter with comments being made that the Chairpersons of these Sub-Committees should all be questioned on their purpose and role before any recommendations are made. It was also suggested that the dollar cost of particular Committees should not be a determining factor in recommending discontinuation of any particular Group. As well, it was also stressed that some Groups are legally required and that this review must be handled very carefully to ensure compliance with the legal requirements under The Municipal Act. It was indicated that the objectives of the review should be to discuss the goals of each Group with the Chairpersons of Sub-Committees in conjunction with the Sub-Committees Chairpersons being provided with the costing charts. It was indicated that in view of the dollars that are being expended by these Groups, the Groups themselves may change the resources being used when they realize what it is costing.

The Committee then approved the following:

- (a) That, in view of the significant costs associated with the administration of Sub-Committees (in excess of \$500,000. annually) and, in view of the need to reduce the City's overall administrative costs, a Task Force be established to undertake a review and evaluation of the current sub-committee system with the objective of examining and identifying potential cost savings and efficiencies through a possible reduction/amalgamation or reassignment of sub-committees; and,
- (b) That the Task Force be comprised of the Chairperson or Vice Chairperson of each of the four (4) Standing Committees; and,
- (c) That the criteria for the review/evaluation by the Task Force, include, but not be limited to the following:
 - (i) rationalization of costs vs. benefits derived.
 - (ii) reporting and accountability relationships with Standing Committees.
 - (iii) examine alternative mechanisms for providing this service with emphasis on the reduction of non-value added activities and better utilization of resources.
 - (iv) examine how and why activities are done to ensure a sound foundation for rearranging, redesigning and streamlining the sub-committee system.
 - (v) review need for frequency of all meetings including sub-committees which are retained.

(vi) evaluate impact of change.

- (d) That the Task Force be requested to complete its review and submit a proposal/action plan for implementation effective 1994 January 1.

8. NEW TASK FORCE ON GRANTS - Recommendations on Grants Process.

The Committee was in receipt of a report from the Secretary of the New Task Force on Grants dated 1993 August 26, respecting the recommendations of the New Task Force on Grants.

Considerable discussion ensued with respect to the recommendations and question was made on whether the limitation of 5 minute speakers would be made to those Groups who have received funding or to those Groups who have applied. It was clarified that the presentations would be limited to only those new Groups who have not received funding, i.e. if they have applied in the past, but not received funding, they would be allowed to make a presentation. Concern was also expressed that with the proposed recommendations that theoretically a new Group could ask for 100% funding initially. It was indicated that this should be amended to reflect that amounts of funding for all Groups should only be a maximum of 20%, or as was suggested, 15% of each Group's total budget. It was also clarified that only Groups which have been established for 1 year may make applications for City funding.

It was also suggested that if the Grant Criteria states that 20% of the operating cost is a maximum request, that Groups who now request less than that would increase their request to reflect the 20% limit.

In view of the number of concerns and needs for clarifications expressed, the Committee directed that this matter be referred back to the New Task Force on Grants for further deliberation.

Note: Mayor Morrow and Alderman Copps opposed.

DELEGATION - 10:30 O'CLOCK A.M.

2. Alderman D. Drury & Delegation - Vietnamese Pot-bellied Pigs.

Alderman D. Drury spoke to the Committee with respect to this matter and referred to his report dated 1993 September 15, in which he included a number of articles respecting the keeping of Vietnamese Pot-bellied Pigs.

The Committee was also in receipt of a report from Cam Stableford, General Manager of the H.S.P.C.A., recommending that the City's By-law 84-191, regarding the keeping of animals not be amended to include Vietnamese Pot-bellied Pigs as domestic pets.

Alderman Drury introduced Ms. Paige McGrory, owner of a Vietnamese Pot-bellied Pig. Ms. McGrory spoke to the Committee with respect to the various positive nature of these animals as domestic pets. She circulated a photo-album of her pet "Sydney", as well as a pet petition signed by over 100 names to express support for "Sydney" to be permitted to stay with his owners.

Cam Stableford of the H.S.P.C.A. spoke to the Committee and indicated that the care being given to "Sydney" is not the issue. His concerns are having animals now classified as exotic pets in residential areas and that approval of allowing Vietnamese Pot-bellied Pigs to be kept would open the door to all kinds of exotic animals being kept.

The Committee members then discussed this matter, and Alderman Drury requested that an amendment be made to the City's By-law to specify that Vietnamese Pot-bellied Pigs be permitted as domestic pets.

Dave Powers of the Law Department advised that there is no legislative power given to municipalities to license pigs and therefore licensing would not be possible.

The Committee then approved the following recommendation:

- (a) That City of Hamilton By-law 84-191 be amended so as to permit the keeping of Vietnamese Pot Bellied Pigs as domestic pets; and,
- (b) That the City Solicitor, in consultation with Alderman D. Drury, the H.S.P.C.A., and other interested parties, be authorized and directed to prepare the appropriate By-law.

9. DIRECTOR OF PROPERTY

(a) Fair Wage Policy of the City of Hamilton.

The Committee was in receipt of a report from the Director of Property dated 1993 September 14, respecting the above noted matter and approved the following:

That the City of Hamilton adopt a Fair Wage Policy as attached, which would apply on all construction contracts with the City.

(b) Lease - Part of Copps Coliseum (101 York Boulevard) to The Society of Management Accountants of Canada for Storage Purposes.

The Committee was in receipt of a report from the Director of Property dated 1993 September 14, respecting the above noted matter and approved the following:

- (a) That the City of Hamilton lease 750 square feet of the mall level portion of Copps Coliseum to The Society of Management Accountants of Canada for storage purposes, subject to the following terms and conditions:

Property: South-East quadrant of retail mall level
Copps Coliseum, 101 York Boulevard

Area: 750 square feet

(i)

- Term:
- (1.) Five (5) Years
Commencing 1993 October 1
Terminating 1998 September 30
 - (2.) If at any time during the lease the Lessor requires the leased space for use as part of a N.H.L. hockey franchise, then upon ninety (90) days written notice, this lease will be automatically terminated.

(ii)

- Rental Rate:
- (1.) For five (5) years \$5. per square foot (GROSS), \$3,750. annually, \$312.50 per month, plus G.S.T. and applicable realty and business taxes;
 - (2.) First and last month's rent to be received prior to execution of lease.

(iii)

Operating Costs:

Lessor to pay all operating costs associated with leased space (hydro, heat and air) with exception of realty and business taxes.

(iv)

Option to Renew:

At the sole discretion of the Lessor, a five (5) year renewal will be granted if requested by the Lessee, provided all terms of the lease being complied with, and six (6) months prior to the expiry of the initial term, the new rental rate is agreed upon, other terms and conditions (except no renewal clause) to remain the same.

(v)

Tenant Improvements:

The Lessee is responsible, at its own cost,

(1.) to install all tenant improvements;

All construction drawings (meeting all code requirements) must be submitted to and approved by the Lessor prior to construction.

All work to be carried out in a good workmanlike manner meeting all code requirements.

The first three (3) months are a free rent period to assist in Tenant's construction costs associated with the renovations required.

(vi)

Special Conditions: (1.)

That the Lessee, prior to the end of the term and at its own cost, shall (1) remove all alterations, decorations, additions or improvements in or on the leased premises as the Lessor may require to be removed.

(2.) That the Lessee shall not have a right to assign or sublet this lease.

(b) That the Director of Property, Co-ordinator, Lloyd D. Jackson Square, be directed to apply to the Minister of Municipal Affairs and to C.M.H.C. for approval of the proposed lease; and,

- (c) That the Mayor and City Clerk be authorized and directed to execute the lease and related agreements in a form satisfactory to the Director of Property, H.E.C.F.I., and the City Solicitor.

Note: Alderman Copps opposed.

- (c) Amendment to Lease - Part of Copps Coliseum (101 York Boulevard) to 752413 Ontario Limited and Champions Fitness Ltd. (Gene Kay and Michael Watson).

The Committee was in receipt of a report from the Director of Property dated 1993 September 16, respecting the above noted matter and approved the following:

- (a) That Section 23 of the Fifteenth Report of the Finance and Administration Committee, approved by City Council on 1993 August 31, be amended by increasing the area leased from 1,900 square feet to approximately 2,600 square feet with the final area to be confirmed by the Survey Department; and,
- (b) That the rental rates be adjusted accordingly based on a rate of \$4. per square foot (NET); and,
- (c) That the City Solicitor be authorized to amend the Lease Agreement.

10. HAMILTON FARMERS' MARKET SUB-COMMITTEE - Installation of Parking Meters on York Boulevard.

The Committee was in receipt of a report from the Secretary of the Hamilton Farmers' Market Sub-Committee dated 1993 September 15, respecting the above noted matter.

Alderman Copps spoke to this and requested that the recommendation be amended to require that one of the traffic spots be reserved for wheel-chair loading.

Accordingly, the Committee approved the following amended recommendation:

- (a) That the Transportation and Environment Committee be requested to consider allowing meter parking with a 15 minutes time limit on the south side of York Boulevard between the front of the Hamilton Public Library and MacNab Street on a six-month trial basis; and,
- (b) That one of these spots be designated for wheel-chair loading only; and,
- (c) That the cost of parking at the above mentioned meters be at the rate of 50 cents per 15 minutes; and,
- (d) That the Traffic Department be requested to investigate the feasibility of a combination of metered parking and a loading zone at the above mentioned location and prepare a report in this regard.

11. TREASURER

- (a) Realty and Business Tax Arrears and Collection Procedures.

The Committee was in receipt of a report from the Treasurer dated 1993 September 15, respecting the above noted matter.

The Treasurer made a presentation to the Committee with respect to this arrears situation and the actions being recommended in order to address this situation. The Treasurer also indicated that there will be a need to realign his staff in keeping with the reduction in staff directed by the Social Contract to address the arrears situation. He also added that at some point the Treasury Department will need to be renovated in order to arrange to handle the arrears matter.

Some discussion ensued with respect to the interest rate charged on outstanding taxes and it was indicated that this matter had been raised at Committee of the Whole during recent Budget deliberations and that no action had been taken. It was confirmed that should this issue wish to be discussed, that it would need to be moved for a re-consideration at a Committee of the Whole meeting.

Discussion ensued with respect to the present arrears situation and some concern was indicated that 30 days is too fast for arrears to be referred to a Collection Agency. It was suggested that information be added to the Tax Bill for those persons in arrears to encourage them to contact the Treasury Department to work out a tax payment plan.

The Treasury advised that all of these issues will be addressed in the recommendation being placed before the Committee members.

The Committee then approved the following:

- (a) That the Treasurer be authorized and directed to:
 - (i) Prepare a "request for proposal for the collection of business taxes" to be circulated to the various collection agencies and bailiffs with a view of reviewing alternatives for the collection of business tax accounts; and,
 - (ii) Review the current process of utilizing the Assessment Review Board to hear tax appeals under Section 442 of the Municipal Act with the City Clerk and City Solicitor and prepare a report on the feasibility of transferring this process to the City of Hamilton.
- (b) That the City of Hamilton's tax collection procedures be amended to include the following:
 - (i) Business Taxes:
 - (1.) The implementation of in-house collection procedures including further notices/telephone calls by staff for all accounts in excess of \$5,000. subsequent to final notice to business taxpayers and prior to the accounts being forwarded to the collection agency; and,
 - (2.) Utilize the services of bailiffs to make seizures, if necessary, where the collection agency is unable to enforce collection and the business continues to operate.

(ii) Realty Taxes:

- (1.) Implementation of a "final notice" in the form of a personalized letter from the Treasurer just prior to proceeding with the registration of properties in arrears; and,
- (2.) Implementation of an additional notice from the Treasurer to property owners with arrears in excess of one years taxes.

(b) Post Audit Letter - Recommendations and Comments concerning Accounting Systems, Procedures and Controls for 1992.

The Committee was in receipt of an Information Report from the Treasurer dated 1993 September 15, respecting the above noted matter and following some discussion the Committee agreed to receive this document for information purposes.

(c) Levy Payments to the Boards of Education.

The Committee was in receipt of a report from the Treasurer dated 1993 September 15, respecting the above noted matter. The Committee approved the following:

That the City of Hamilton continue its present practice of monthly levy payments to the Boards of Education.

12. REFERRAL FROM CITY COUNCIL - Correspondence - Reverend David Shepherd, Bethel Gospel Tabernacle - respecting the changing of the celebration of Halloween from Sunday, 1993 October 31st to Saturday, 1993 October 30th.

The Committee was receipt of correspondence forwarded to them from the City Clerk from Reverend David Shepherd, Bethel Gospel Tabernacle, dated 1993 August 26, respecting the celebration of Halloween.

The Committee was also in receipt of correspondence from West Highland Baptist Church dated 1993 September 20, respecting the same issue.

Considerable discussion ensued with respect to this matter, and a motion was placed to NOT encourage Citizens to change the celebrating of Halloween from Sunday, 1993 October 31 to Saturday, 1993 October 30.

RECORDED VOTE:

YEAS: Alderman Agro, Alderman Copps, Alderman Agostino

NAYS: Alderman Cooke, Alderman Anderson, Alderman Charters, Alderman Ross, Alderman Drury

MOTION LOST

The Committee approved the following:

That in keeping with past tradition, the Citizens of Hamilton be encouraged to conduct their Halloween activities on Saturday, 1993 October 30th.

RECORDED VOTE:

YEAS: Alderman Charters, Alderman Cooke, Alderman Anderson, Alderman Ross, Alderman Drury

NAYS: Alderman Copps, Alderman Agro, Alderman Agostino

ADDED - Advisory Committee on Equitable Representation on Committees/Boards/Commissions - Tracking Form of City Committees, Boards and Commissions

The Committee was in receipt of an added report from the Secretary of the Advisory Committee on Equitable Representation on Committees/Boards/Commissions, dated 1993 September 22, respecting the above noted matter. The Committee approved the following:

That the Tracking Form used by members of the public interested in applying to Committees, Boards and Commissions, as adopted by City Council on 1992 September 29 be amended as follows:

- (a) That Section 3 be changed from "Are you a member of a Visible Minority? (This refers to Race/Colour)" to "Please identify yourself as one of the following: (This refers to Race/Colour)"; and,
- (b) That Section 4 be amended to delete the words "(please specify)" after the word "yes" and that reference to the individual disabilities be deleted; and,
- (c) That all references made to Section 13 on the Ontario Human Rights Code be changed to Section 14 of the Ontario Human Rights Code.

13. PRIVATE AND CONFIDENTIAL AGENDA

The Committee moved into an In-Camera Session to discuss matters of a Private and Confidential nature.

The Committee then moved back into Regular Session and approved the following:

AA. CITY SOLICITOR AND DIRECTOR OF PUBLIC WORKS - City of Hamilton -ats- Davidson, Ontario Court (General Division) Action No. 6893/89.

That the City of Hamilton settle Ontario (General Division) Action No. 6893/89 on the following terms:

- (a) That the City pay to the Plaintiffs, John Davidson, Harry Davidson and Carol Davidson, \$19,200., inclusive of damages, interest, disbursements and costs; and,
- (b) That the Plaintiffs be required to execute a Full and Final Release of the City of Hamilton in a form satisfactory to the City Solicitor; and,
- (c) That the Plaintiffs dismiss Ontario Court (General Division) Action No. 6893/89 as against the City of Hamilton without costs.

BB. TREASURER

(i) Business Tax Write-Offs.

That Outstanding Business Taxes in the amount of \$356,393.46 be written-off in accordance with Section 441 of The Municipal Act, R.S.O. 1990 and charged to Account CH53401 24106, Tax Write-Offs.

(ii) Write-off of Outstanding Accounts Receivable.

That Outstanding Accounts Receivables totalling \$27,751.69 be written off and charged to Account CH 15401 00001.

15. ADJOURNMENT

There being no further business, the meeting then adjourned.

Taken as read and approved,

ALDERMAN D. ROSS, CHAIRPERSON
FINANCE AND ADMINISTRATION COMMITTEE

Susan K. Reeder
Secretary
1993 September 23

FAIR WAGE POLICY

POLICY STATEMENT

On all construction contracts with the City, every contractor and sub-contractor shall pay or provide wages, benefits and hours of work to their employees, in accordance with the Fair Wage Policy and the Fair Wage Schedule of The Corporation of the City of Hamilton.

DEFINITIONS

In this Policy:

- (a) "benefits" means a pension plan or RRSP's (or equivalent), major medical plans, dental plans, vacation entitlement and public holiday entitlement;
- (b) "contract" means any construction contract entered into between the City and a contractor and the various sub-contracts to that contract;
- (c) "contractor" means any person, firm or corporation having a contract with the City for the performance of construction work but does not include any person, firm or corporation that only supplies materials for the contract;
- (d) "employees" means those persons employed by the contractor or sub-contractor in positions, classifications, trades or any combination thereof identified in the Fair Wage Schedule, for the performance of construction work on a contract with the City;
- (e) "Fair Wage Schedule" means the schedule of wages, benefits and hours of work for the performance of construction work on all City contracts, as approved and as amended from time to time by City Council;
- (f) "hours of work" means the regular hours of work per day and week and shall include a provision for the payment of overtime beyond such regular hours, as per the Employment Standards Act of Ontario.
- (g) "City" means The Corporation of the City of Hamilton, its officers, officials, employees and agents or any of them;
- (h) "City Council" means the Council of The Corporation of the City of Hamilton;

- (i) "sub-contractor" means any person, firm or corporation performing construction work under an agreement with a contractor having a contract with the City or an agreement under the contractor with another sub-contractor for the performance of construction work but does not include any person, firm or corporation that only supplies materials for the contract; and
- (j) "wages" means the basic hourly rate of pay for each position, classification and trade as per the Fair Wage Schedule.

PROCEDURES

1. (a) The City's Commissioner of Human Resources or designate will prepare and review the Fair Wage Schedule from time to time and recommend to the appropriate Standing Committee of City Council, those amendments to the Fair Wage Schedule which are required to reflect the prevailing wages, benefits and hours of work in the construction industry in the geographical area of the City.

(b) The City's Director of Property or designate will review the Fair Wage Policy from time to time and recommend to the appropriate Standing Committee of City Council any required amendments to the Fair Wage Policy.
2. The City's Director of Property or designate shall provide to every person bidding on City construction contracts a copy of the Fair Wage Policy and the Fair Wage Schedule. The contractor and its sub-contractor shall not be responsible for any Fair Wage Schedule rate increases which occur after the closing of the tender for the City construction contract on which the contractor is the successful bidder.
3. For all construction contracts with the City, the contractor shall provide to the City, in a form acceptable to the City Solicitor or designate, a sworn statement confirming that the contractor and its sub-contractor are in compliance with the Fair Wage Policy and the Fair Wage Schedule. This sworn statement shall be provided to the City after substantial performance of the contract (as defined in the Construction Lien Act of Ontario) and prior to release of the holdback. The City reserves the right to not release any holdback on a contract until such contractor's sworn statement of compliance is received and deemed to be satisfactory by the City's Treasurer or designate.
4. (a) A contractor is fully responsible for ensuring that all of its sub-contractors comply with the Fair Wage Policy and the Fair Wage Schedule. A sub-contractor is fully responsible for ensuring that all of its sub-contractors comply with the Fair Wage Policy and the Fair Wage Schedule.

- (b) A contractor must provide all of its sub-contractors with a copy of the Fair Wage Policy and Fair Wage Schedule before any construction work is performed by the sub-contractors.
- 5. Any person who has an objection to the administration of the Fair Wage Policy or the Fair Wage Schedule, or both, may make a written request to appear and to make submissions before the appropriate Standing Committee of City Council and such Standing Committee may, in its sole discretion, grant or refuse such request.

POSTING

All contractors must post in a conspicuous place on every construction project site, in a location satisfactory to the City's Director of Property or designate, a copy of the Fair Wage Policy and the Fair Wage Schedule supplied to it by the City and which will include a telephone number by which any inquiry regarding the Fair Wage Policy or the Fair Wage Schedule, or both may be made to the City's Commissioner of Human Resources or designate.

RECORDS

- 1.
 - (a) The contractor must keep records of the names, addresses, wages paid, benefits paid or provided and hours worked for all of its employees.
 - (b) The contractor shall make these records available for inspection by the City upon request by the City.
- 2. The contractor shall, in any agreement with a sub-contractor, require the sub-contractor to,
 - (a) keep records of the names, addresses, wages paid, benefits paid or provided and hours worked for all of its employees;
 - (b) make these records available for inspection by the City upon request by the City; and
 - (c) require its sub-contractor to assume the same obligations in relation to their own employees.

COMPLAINTS

1. Any person may submit a complaint to the City alleging non-compliance with the Fair Wage Policy or the Fair Wage Schedule, or both, by any contractor or sub-contractor performing construction work on a City contract. All complaints must be submitted in writing on a completed "Fair Wage Complaint Form", to the City's Commissioner of Human Resources or designate, at the earliest time but no later than forty-five (45) days following substantial performance of the:
 - (a) relevant City construction contract where a complaint is being made against a contractor; or
 - (b) relevant sub-contract to a City construction contract where a complaint is being made against a sub-contractor.
2. Upon receipt of a completed "Fair Wage Complaint Form" by the City's Commissioner of Human Resources or designate, the City shall take such action as it deems is necessary to determine whether the contractor and sub-contractor involved or named in the complaint is in compliance with the Fair Wage Policy and the Fair Wage Schedule. Any action deemed necessary by the City shall be commenced within thirty (30) calendar days of receipt of a completed "Fair Wage Complaint Form" by the City's Commissioner of Human Resources or designate.
3. The City's Commissioner of Human Resources or designate shall inform the complainant and any contractor or sub-contractor involved or named in the complaint, of the results of the City's determination of contractor's and/or sub-contractor's compliance or non-compliance with the Fair Wage Policy or the Fair Wage Schedule, or both.
4. The City shall make every effort to safeguard the confidentiality of each complainant's identity. However, this information is subject to the provisions of the Municipal Freedom of Information and Protection of Privacy Act of Ontario.

RANDOM INSPECTION AND AUDITS

1. The City retains the right to inspect and audit the records (as referred to in the RECORDS section of this Fair Wage Policy) of the contractor or sub-contractor at any time during the period of the contract and at any time thereafter as deemed necessary by the City. The contractor shall supply certified copies of any such records whenever requested by the City.

COMPLIANCE

1. A contractor or sub-contractor shall be in compliance with the wages requirements of the Fair Wage Policy when it pays to its employees wages equal to or greater than the amount set out in the Fair Wage Schedule.
2. A contractor or sub-contractor shall be in compliance with the benefits requirements of the Fair Wage Policy when the contractor or sub-contractor:
 - (a) provides to its employees a pension plan, RRSP's or equivalent (yearly or other bonuses and profit sharing do not qualify as an equivalent);

or

pays to its employees, in addition to the wages as set out in the Fair Wage Schedule, a dollar amount, on an hourly basis, equal to or greater than the amount for a pension plan, RRSP's or equivalent as set out in the Fair Wage Schedule; and
 - (b) provides to its employees a major medical plan and a dental plan;

or

pays to its employees, in addition to the wages as set out in the Fair Wage Schedule, a dollar amount, on an hourly basis, equal to or greater than the amount for a major medical plan and a dental plan as set out in the Fair Wage Schedule; and
 - (c) provides to its employees a vacation and public holiday entitlement which meets the minimum requirements of the Employment Standards Act of Ontario;

or

pays to its employees, in addition to the wages as set out in the Fair Wage Schedule, a vacation and public holiday entitlement which meets the minimum requirements of the Employment Standards Act of Ontario.
3. A contractor or sub-contractor shall be in compliance with the hours of work requirements of the Fair Wage Policy when the contractor or sub-contractor provides to its employees overtime pay for those hours worked in excess of the regular daily and weekly hours of work (as per the Employment Standards Act of Ontario), at an amount not less than one and one half times the wages as set out in the Fair Wage Schedule. Notwithstanding that a contractor or sub-contractor pays wages in excess

of the rates as set out in the Fair Wage Schedule, the contractor or sub-contractor shall not, in computing overtime wages payable to an employee, set off against such overtime wages any part of the wages earned by the employee in respect of their regular work period.

CONSEQUENCES OF NON-COMPLIANCE

1. The City's Director of Property or designate upon determining that a contractor or sub-contractor is in non-compliance of the Fair Wage Policy or the Fair Wage Schedule, or both:
 - (a) shall advise the contractor or sub-contractor, in writing, that it has been determined that the contractor or sub-contractor is in non-compliance and that the contractor or sub-contractor is required to comply immediately; and
 - (b) may withhold the amount of funds by which the contractor or sub-contractor has been determined to be in non-compliance from any payment owed by the City to the contractor until such time as the contractor or sub-contractor complies; and
 - (c) shall assess the cost of the City's inspection, audit or other action as deemed necessary by the City as a result of such determination of non-compliance of the contractor and/or sub-contractor and may deduct such costs from any payment owed by the City to the contractor; and

the amount of funds and costs withheld or deducted in accordance with #1(b)&(c) of the CONSEQUENCES OF NON-COMPLIANCE shall not exceed any payments owed by the City to the contractor under the contract or any payments owed by the contractor to the sub-contractor determined to be in non-compliance under the contract.

2. Where a contractor or sub-contractor has been determined to be in non-compliance with the Fair Wage Schedule for the first time in a five (5) year period, the City's Director of Property or designate may require such contractor or sub-contractor, on the next three (3) City contracts on which the contractor or sub-contractor performs construction work, to submit an accountant's report which verifies the contractor's or sub-contractor's compliance with the Fair Wage Policy and the Fair Wage Schedule. Such accountant's report shall be in a form satisfactory to the City's Treasurer or designate and shall be submitted after substantial performance of the contract (as defined in the Construction Lien Act of Ontario) and prior to the release of the holdback.

3. Where a contractor or sub-contractor has been determined to be in non-compliance with the Fair Wage Schedule for a second or subsequent time within a five (5) year period from the date of the first determination of non-compliance by the City's Director of Property or designate, the City, as approved by City Council, may:
 - (a) refuse to accept bids, quotations or proposals from such contractor on City construction contracts, for a period of two (2) years from the date of City Council approval, save and except any contract the contractor may currently have with the City.
 - (b) not allow such sub-contractor to perform any construction work on any City construction contract, for a period of two (2) years from the date of City Council approval, save and except any contract on which the sub-contractor may currently be performing construction work.
4. Where a contractor or sub-contractor has been determined to be in non-compliance of the Fair Wage Policy by the City's Director of Property or designate, such contractor or sub-contractor may be subject to the same consequences as stated above, in #3 of the CONSEQUENCES OF NON-COMPLIANCE, as approved by City Council.
5. The City's Director of Property or designate shall, upon request, make available a list of all contractors and sub-contractors who have been determined to be in non-compliance with the Fair Wage Policy or the Fair Wage Schedule, or both and are subject to restrictions in accordance with #2, #3, #4, of the CONSEQUENCES OF NON-COMPLIANCE.
6. The City's Director of Property or designate will require a contractor or sub-contractor to substitute, at its own cost, any sub-contractor who, on the first day that the tender for the relevant City construction contract is available for pick-up, is named on the list referred to in #5 of the CONSEQUENCES OF NON-COMPLIANCE above, and is identified as not being allowed to perform any construction work on a City construction contract.
7. The City is not in any way liable, obligated or responsible to any employee, sub-contractor, contractor or any other person for the payment of any monies not paid by a contractor or sub-contractor in accordance with the Fair Wage Policy or the Fair Wage Schedule, or both, and the City assumes no responsibility to such employee, sub-contractor, contractor or any other person for the administration and enforcement of the Fair Wage Policy or the Fair Wage Schedule, or both.

* THIS POLICY SHALL BE READ WITH SUCH GENDER OR NUMBER OR CORPORATE STATUS AS THE CONTEXT MAY REQUIRE.

Tuesday, 1993 September 28
6:30 o'clock p.m.
Room 233, City Hall

A special meeting of the Finance and Administration Committee was held.

There were present: Alderman D. Ross, Chairperson
Alderman B. Charters, Vice-Chairperson
Mayor Robert M. Morrow
Alderman V. Agro
Alderman D. Agostino
Alderman G. Copps
Alderman T. Cooke
Alderman D. Drury
Alderman T. Anderson

A. (ii)

Also present: Alderman H. Merling
Alderman D. Wilson
Alderman T. Jackson
Alderman M. Kiss
Alderman F. Eisenberger
Alderman W. McCulloch
Alderman B. Morelli
Alderman F. D'Amico
J. Pavelka, Chief Administrative Officer
W. Tidball, HECFI
G. Macaluso, Managing Director/CEO, H.E.C.F.I.
K. Beattie, Treasury Department
J. Johnston, Commissioner of Human Resources
A. Ross, Treasurer
J. Hindson, Director of Information Systems
P. Noé Johnson, City Solicitor
D. Jones, Human Resources
L. King, Building Commissioner
J. Schatz, City Clerk
D. Vyce, Director of Property
Fire Chief Baker
J. Leuser, H.E.C.F.I.
D. Lobo, Director of Public Works
B. Sugden, Director of Culture and Recreation
M. Main, Director of Traffic
P. Baker, General Manager, Hamilton Parking Authority
Susan K. Reeder, Secretary

HAMILTON PHILHARMONIC ORCHESTRA

The Committee was in receipt of a memorandum from the Secretary of H.E.C.F.I. dated 1993 September 24th respecting the Hamilton Philharmonic Orchestra.

Mr. Gabe Macaluso, Managing Director/CEO of H.E.C.F.I. and Mr. W. Tidball, Chairman of the H.E.C.F.I. Board were in attendance to speak to the Committee about a proposal to be made to the Hamilton Philharmonic Orchestra respecting its financial indebtedness to H.E.C.F.I.

Following some discussion on this matter, the Committee agreed to **receive for information purposes** the above-noted memorandum from the Secretary of H.E.C.F.I. which advised the City of the following recommendation approved by the H.E.C.F.I. Board of Directors:

That the following proposal relating to the Hamilton Philharmonic Orchestra (HPO) be approved:

- 1) The HPO will provide a promissory note, bearing interest at the prime rate, for the account receivable outstanding from the 1992-93 season (total of \$106,350.41 at September 1, 1993);
- 2) The HPO will provide monthly payments of \$2,000.00 (in the form of post-dated cheques) on the promissory note outlined above;
- 3) For the 1993-94 season, the HPO will pay on or before the last day of each month:
 - i) A minimum of fifty percent of HECFI's charges incurred by the HPO relating to their shows which occurred in the immediately preceding month;
 - ii) The remaining balance of HECFI's charges incurred by the HPO relating to their shows which occurred two months previously; and
 - iii) All other charges including any other requested items such as catering services or additional space rental, ie meeting rooms shall be paid within 30 days.

For greater clarification, a minimum of fifty percent of the charges related to October shows would be paid in November while the remaining balance would be paid in December, etc.;
- 4) The HPO will provide an irrevocable letter of direction to the Regional Municipality of Hamilton-Wentworth (Region) which would authorize HECFI to recover, directly from the monthly grant otherwise due to the HPO, any amounts that are requested by HECFI upon written notice from HECFI. This letter of direction shall only be used to enforce the foregoing terms;
- 5) Should the HPO generate a cash surplus in excess of \$50,000.00 in any year, then fifty percent of that excess will be paid to HECFI to reduce the amount owing on the promissory note described in 1) above;
- 6) The HPO will be offered the following concessions:
 - i) A reduction in their front-of-house costs of approximately \$75.00 per performance or \$3,225.00 for the 1993-94 season; and
 - ii) A reduction in their not-for-profit licence fee rate (i.e. rental rate for the Great Hall) charged for performances held on weekend. This will save the HPO approximately \$4,200.00 for the 1993-94 season;
- 7) The HPO will provide monthly financial statements to HECFI;
- 8) The HPO will obtain, by October 31, 1993, an agreement from the Region that the latter organization will guarantee full payment of all amounts owing on past indebtedness and future service by the HPO to HECFI;
- 9) In the event the guarantee from the Region noted in 8) above is not forthcoming by October 31, 1993 that this matter be referred to the City's Finance and Administration Committee for direction;

- 10) The above recommendations be forwarded to the City of Hamilton Finance and Administration Committee for their information.

The Committee agreed to move in-camera to hear matters of a private and confidential nature.

SOCIAL CONTRACT - H.P.F.F.A. - LOCAL 288

The Committee then moved back into regular session and approved the following:

- (a) That the local agreement between the H.P.F.F.A. Local 288 and the City of Hamilton, be approved and implemented, subject to ratification by the membership of H.P.F.F.A. Local 288, in accordance with the terms therein; and,
- (b) That the Commissioner of Human Resources be authorized and directed to file the agreement with the Social Contract Secretariat of the Government of Ontario; and,
- (c) That the Commissioner of Human Resources be authorized and directed to release Confidential Appendix "A" on 1993 October 6, after its presentation to the membership of H.P.F.F.A. Local 288.

There was no further business, the meeting then adjourned.

Taken as read and approved,

**ALDERMAN D. ROSS, CHAIRPERSON
FINANCE AND ADMINISTRATION COMMITTEE**

**Susan K. Reeder
Secretary
1993 September 28**

Tuesday, 1993 September 21
5:30 o'clock p.m.
Council Chambers, City Hall

A special joint meeting of the City's Finance and Administration Committee and the Region's Administrative Services Committee and Region's Finance Committee was held.

There were present: Alderman D. Ross, Chairperson
Alderman B. Charters, Vice-Chairperson
Mayor Robert M. Morrow
Alderman V. Agro
Alderman D. Agostino
Alderman G. Copps
Alderman T. Cooke
Alderman D. Drury
Alderman T. Anderson

A.
(iii)

Also present: Alderman B. Morelli
Alderman F. D'Amico
Alderman H. Merling
Alderman M. Kiss
Alderman F. Eisenberger
Alderman W. McCulloch
Alderman T. Jackson
M. Carson, Regional Chief Administrative Officer
J. Schatz, Acting Chief Administrative Officer and City Clerk
J. Johnston, Commissioner of Human Resources
T. Bunce, Regional Finance
R. C. Prowse, Regional Clerk
J. Thompson, City Clerk's Office
M. Kay, City Treasury
G. Lawson, Regional Treasurer
A. Ross, Treasurer
D. Vyce, Director of Property
V. Abraham, Director of Local Planning
M. Main, Director of Traffic Services
M. Mascarenhas, Housing Manager
M. Watson, Real Estate
J. McAnanama, Chief Librarian, Hamilton Public Library
Deputy Fire Chief Smith
G. Macaluso, Managing Director/CEO, H.E.C.F.I.
D. Powers, Law Department
B. Sugden, Director of Culture and Recreation
S. K. Reeder, Secretary, Finance and Administration Committee
L. Sohal, Secretary, Regional Administrative Services, Regional Clerks
C. Biggs, Secretary, Regional Finance Committee

The joint meeting agreed to move in-camera to hear matters of a private and confidential nature.

The Committees then moved back into regular session and approved the following:

- "(a) That the Early Retirement Plan for the City of Hamilton be approved and it be forwarded to the Library, H.E.C.F.I. and Parking Authority Boards for their approval.
- (b) That the City enter into a Supplementary Agreement under OMERS Type 7 to provide unreduced and improved reduced pension benefits to employees under the Early Retirement Plan.

- (c) That the attached By-law authorizing the City to enter into a Type 7 Agreement with OMERS to provide downsizing benefits under the Ontario Municipal Employees Retirement System be approved and that the Mayor and City Clerk be authorized to execute the agreement.
- (d) That no external hiring to refill vacant positions will occur without prior Council Approval.
- (e) That the Treasurer report back on the source of funding for the early retirement incentive after the number of employees electing to retire early is known.
- (f) That the Commissioner of Human Resources be authorized and directed to initiate an implementation strategy including the scheduling of retirements and the retraining and redeployment of current employees and to consult with representatives of unionized and non-unionized employees.
- (g) That the Treasurer be authorized to enter into a cooperative arrangement with the Region of Hamilton-Wentworth to obtain financial planning services in support of the early retirement plan at an upset cost to the City of \$25,000.00."

The Committee also approved Bill H-52: A By-law to Authorize Supplementary Downsizing Benefits under the Ontario Municipal Employees Retirement System ("SYSTEM") and directed that this Bill be forwarded to City Council for enactment.

There being no further business the meeting then adjourned.

Taken as read and approved,

ALDERMAN D. ROSS, CHAIRPERSON
FINANCE AND ADMINISTRATION COMMITTEE

Susan K. Reeder
Secretary
1993 September 21

CITY OF HAMILTON
- RECOMMENDATION -

B.

DATE: 1993 September 21

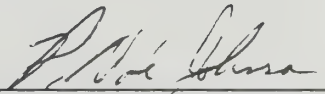
REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee


FROM: P. Noé Johnson
City Solicitor

SUBJECT: By-law To Authorize a West Mountain Bocce Program

RECOMMENDATION:

That the attached By-law be enacted by City Council.



P. Noé Johnson 

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

On April 27, 1993 City Council in adopting Item 19 of the 8th Report of the Parks and Recreation Committee authorized the transfer of \$123,000.00 from the previously debentured Twin Pad Arena Project amount to a West Mountain Bocce Program.

The Ontario Municipal Board approved the above transfer by Board Order dated August 5, 1993.

CITY OF HAMILTON
- RECOMMENDATION -

C.

DATE: 1993 September 27

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Charlene J. Touzel, Secretary
French Sub-Committee

SUBJECT: Appointment of Member to the French Sub-Committee
- Michel Duvalsaint

RECOMMENDATION:

That Michel Duvalsaint be appointed to the French Sub-Committee to fill the one citizen member vacancy created by the resignation of Stephane Drolet.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS: n/a

C. Touzel

BACKGROUND:

The Finance and Administration Committee at its meeting held 1993 June 24, on the recommendation of the Selection Committee, approved that the French Sub-Committee be requested to present its recommendation for a replacement member for the one vacancy that currently exists on the Sub-Committee.

As you may recall, the French Sub-Committee sent a recommendation to the Finance and Administration Committee asking that appropriate action be taken to fill the one citizen member vacancy on the Sub-Committee created by the resignation of Stephane Drolet.

The Selection Committee met on 1993 June 10 to recommend the appointment of citizens to various Committees, including the French Sub-Committee, based on the applicants that applied the last time vacancies were advertised.

In the case of the French Sub-Committee, all citizens that applied in 1991 were appointed for membership, and therefore, the Selection Committee did not have a pool of applicants to consider for this position. The Selection Committee made the above-noted recommendation as it felt that savings in advertising costs could be realized if this one citizen member vacancy was filled on the recommendation of the French Sub-Committee.

CITY OF HAMILTON
- RECOMMENDATION -

D.

DATE: 1993 September 23

REPORT TO: Susan Reeder, Secretary
Finance & Administration Committee

FROM: Stella Glover, Secretary
Taxi Advisory Committee

SUBJECT: Taxi Advisory Committee Membership

SEP 23 1993

RECOMMENDATION:

- (a) That Ronald VanKleef be appointed to replace Bob Esselment as the Taxi Brokerage Representative for Veterans Taxi on the Taxi Advisory Committee for a term to expire 1994 November 30.

Stella Glover

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

The composition of the Taxi Advisory Committee includes representatives of the three taxi brokerages in the City of Hamilton, ie, Veterans, Yellow Cab and Blue Line Transportation.

The Taxi Advisory Committee has been advised by the Vice President of Veterans Taxi that Mr. Bob Esselment, former representative on behalf of Veterans Taxi, is no longer with the company and that Mr. Ronald VanKleef will therefore represent Veterans Taxi on the Taxi Advisory Committee.

SG/jt

cc: Alderman D. Drury, Chairperson, Taxi Advisory Committee
S. Dembe, Licence Division Manager
C. Touzel, City Clerk's Office
File

E. (i)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1993 October 13


REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: J. J. Schatz
City Clerk

SUBJECT: Art Display - Allenby School Continuing Education
Programme

RECOMMENDATION:

- (a) That approval be given to the action taken by the City Clerk in authorizing Allenby School Continuing Education Programme to use the second floor lobby from 1993 October 01 - 15 for a student art exhibit.
- (b) That the City Clerk be granted the authority to approve of a similar use in future years provided it does not interfere with any other activity.



FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

Allenby School Continuing Education Programme is requesting approval to exhibit a few pieces of their student art. This request has been reviewed favourably and forwarded by the Arts Co-ordinator, Department of Culture and Recreation.

JJS/SG/jt

cc: Mayor's Office
Rob Swan, Manager, Property Maintenance Division
Information Desk
File

CITY OF HAMILTON
- RECOMMENDATION -

E.
(ii)

DATE: 1993 October 13

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: J. J. Schatz
City Clerk

SUBJECT: St. Joseph's Hospital Run - Use of Forecourt

RECOMMENDATION:

- (a) That approval be given to the action taken by the City Clerk in authorizing the St. Joseph's Hospital Race Committee to use the City Hall forecourt on Sunday, 1993 October 24 from 11:00 a.m. - 12:30 p.m. for a finishing point to the St. Joseph's Hospital Run.
- (b) That the City Clerk be granted the authority to approve of a similar use in future years provided it does not interfere with any other activity.



FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

The St. Joseph's Hospital Run will commence at Aberdeen and James Streets, Hamilton, on Sunday, 1993 October 24 and finish at City Hall at approximately 11:30 - 12:00 noon. Over 250 runners are expected to participate.

JJS/SG/jt

cc: Mayor's Office
Rob Swan, Manager, Property Maintenance Division
Information Desk
File

CITY OF HAMILTON
- RECOMMENDATION -

E.
(iii)

DATE: 1993 October 14

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: J. J. Schatz
City Clerk

SUBJECT: Community Carol Sing

RECOMMENDATION:

- (a) That approval be given to the request of The Salvation Army to use the City Hall forecourt on Friday, 1993 December 17 from 7:00 - 9:00 p.m. for an outdoor Community Carol Sing.
- (b) That the City Clerk be granted the authority to approve of a similar use in future years provided it does not interfere with any other activity.



FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

None - as with their summer series of concerts, the Salvation Army will bring their own music and custodial staff for set up and removal in order that no demands be placed on City Hall personnel.

BACKGROUND:

The outdoor Community Carol Sing is one of a number of pre-festival events which the Salvation Army is sponsoring prior to the upcoming Canadian Christian Festival IV which will be held in Hamilton in June, 1994.

The theme of the Community Carol Sing is "Sharing the Joy of Christmas". Various church choirs and others will parade on the sidewalks from churches (by candlelight) to Hamilton City Hall, singing carols on the way.

cc: Mayor's Office
Rob Swan, Manager, Property Maintenance Division
Information Desk
File

JJS/SG/jt

CITY OF HAMILTON
- RECOMMENDATION -

E.
(iv)

DATE: 1993 October 13

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: J. J. Schatz
City Clerk

SUBJECT: Waste Reduction Week - Display

RECOMMENDATION:

- (a) That approval be given to the action taken by the City Clerk in authorizing the Public Works Department to set up a display under the staircase on the first floor from 1993 October 04 - 12 on the occasion of Waste Reduction Week.
- (b) That the City Clerk be granted the authority to approve of a similar use in future years provided it does not interfere with any other activity.



FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

In conjunction with the proclaiming of 1993 October 04 - 10 Waste Reduction Week in the City of Hamilton, the Public Works Department wish to set up a waste reduction display in the area underneath the staircase in the first floor lobby.

JJS/SG/jt

cc: Mayor's Office
Rob Swan, Manager, Property Maintenance Division
Information Desk
File

F.

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1993 October 6

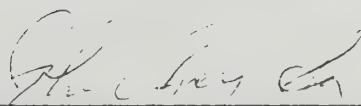
REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: T. Bradley
Manager of Purchasing

SUBJECT: Supply and delivery of Light Fixtures for Commonwealth Square

RECOMMENDATION:

- a) That a purchase order be issued to Wesco Inc., Hamilton, in the amount of \$67,482.87, including all taxes, for the supply and delivery of Light Fixtures for Commonwealth Square, being the lowest of five quotations received in accordance with specifications issued by the Manager of Purchasing and Vendor's Quotation, and be financed through Sculpture Court, Commonwealth Square Account No. CF5200 319349008.
- b) That, because delivery lead-time is 8-10 weeks, the above has been processed through the emergency procedures of the City of Hamilton Purchasing Policy, that states "An order can be placed upon the approval of two of the following: the Mayor, an appropriate Committee Chairman, the C.A.O. and that any action taken under this provision to be reported to the next regular meeting of City Council".



T. Bradley, Manager of Purchasing



J.G. Pavelka, Chief Administrative Officer



Chairman,
Finance and Administration Committee

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Balance in this account, before the above expenditure, \$110,000.

SUBJECT: Supply and delivery of Light Fixtures for Commonwealth Square

BACKGROUND: Quotation Analysis

Wesco Inc., Hamilton	\$67,482.87
Westburne Supply Ontario, Burlington	67,505.00
Gerrie Electric Wholesale Ltd., Hamilton	68,163.95
Nedco, Hamilton	68,789.55
Graybar Electric (Ontario) Ltd., Hamilton	70,076.40

Eight suppliers were requested to bid. Three did not respond. Above prices include all taxes.

CITY OF HAMILTON
- RECOMMENDATION -

G.

DATE: 1993 October 14

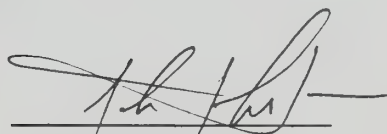
REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Mr. John Johnston
Commissioner of Human Resources

SUBJECT: Appointments To and Terminations From Permanent
Positions with the Corporation of the City of Hamilton
(C-035-093)

RECOMMENDATION:

That the attached listing of Appointments To and Terminations From Permanent positions with the Corporation to October 13, 1993 be approved.



John Johnston

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

BACKGROUND:

Attached.

THE CORPORATION OF THE CITY OF HAMILTON

APPOINTMENTS TO PERMANENT POSITIONS

<u>NAME</u>	<u>STATUS</u>	<u>CLASSIFICATION</u>	<u>DEPARTMENT</u>	<u>REASON HIRED</u>	<u>SALARY SCHEDULE</u>	<u>EFFECTIVE DATE</u>
Mr. Don Jodway	I	Labourer/Truck Driver (D-11)	Public Works	Replacing Mr. D. Murphy - promoted, June 28/93 New Position Council Approved Jan. 28/92	\$34, 956.48	Aug. 16/93
Mr. Dennis Schram	I	Gardener II (D-14)	Public Works	Replacing Mr. D. Moon - transferred, Jan. 06/91	\$36, 052.64	Oct. 4/93
Mr. Thomas Warburton	I	Street Sweeper/Flush Operator (D-14)	Public Works	Replacing Mr. R. Henderson - transferred to cemetery September 20/93 New Position through rightsizing Jan. 01/92	\$36, 052.64	Sept. 26/93

Prepared October 13/93

Status

Internal - I
External - E

THE CORPORATION OF THE CITY OF HAMILTON
 TERMINATIONS FROM PERMANENT POSITIONS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>DEPARTMENT</u>	<u>REASON</u>	<u>LENGTH OF SERVICE</u>	<u>EFFECTIVE DATE</u>
Mr. Thomas Coady	Carpenter	Culture & Recreation	Retired	22 years, 3 months	Sept. 30/93

Prepared October 13/93

<u>Glossary of Terms</u>	
Terminated - long term disability	Resigned - personal betterment
- discharge	- personal reasons
- downsizing	
- redundant	

H. (i)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1993 October 14


REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Allan C. Ross
Treasurer

SUBJECT: City's Share of "Allison Estates - Phase 1" - Financing

RECOMMENDATION:

That the City's share of "Allison Estates - Phase 1" Servicing, at a cost of \$142,744.15, as previously approved under Item 12 of the Thirteenth Report of the Finance and Administration Committee adopted by Council 1993, June 29 be deleted and the new revised cost of \$186,454.94 be financed from Centre No. CH 00107 - "Reserve for Services Through Unsubdivided Lands".



FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

The net amount to be financed for all 1993 projects related to subdivision expenditures, including this recommendation, is \$706,243.55. The 1993 Capital Budget includes a provision of \$1,200,000 for the City's share of subdivision expenditures in 1993.

BACKGROUND:

The Transport and Environment Committee will be considering this report at their meeting of 1993, October 18. The details of the project cost is outlined in the letter of Mr. E.M. Gill, Senior Director, Roads Department, dated 1993, September 24.

NRA:jc
Attach

c.c. E.M. Gill, Senior Director, Roads Department
K. Christenson, Secretary, Transport and Environment Committee
D.W. Vyce, Director of Property

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1993 September 24
S701-71, M.J. Inrig

REPORT TO: K. Christenson, Secretary
Transport and Environment Committee

FROM: Mr. E. M. Gill, P.Eng.
Senior Director
Roads Department

SUBJECT: 1993 Servicing Expenditures Related to Subdivisions R-93-72

RECOMMENDATION:

- a) That the portion of Item 44 of the Transport and Environment Committee Report 8-93 adopted by City Council on 1993 June 29, which refers to the approval of engineering schedules for "Allison Estates - Phase 1", Hamilton be **DELETED**.
- b) i) That the submitted schedule of works be adopted for inclusion in the subdivision agreement with the Owners for the estimated cost of services in:

"ALLISON ESTATES - PHASE 1", Hamilton

City's Share - \$186,454.94, Owner's Share - \$292,573.06

- ii) That the Mayor and City Clerk be authorized and directed to execute the proposed subdivision agreement with the owners of "Allison Estates - Phase 1", Hamilton as well as any other related documents for this development, subject to the approval of the City Solicitor.
- iii) That approval of the above noted clauses be subject to the condition that no work be commenced until the final plan and subdivision agreement has been registered.

Cont'd...

1993 Servicing Expenditures Related to Subdivisions R-93-72

Cont'd.....

- iv) That in the event the Owners wish to proceed prior to the registration of the Final Plan and Subdivision Agreement, they should be allowed to do so at their own risk provided they enter into a standard agreement with the City of Hamilton for Pre-Servicing.
- v) That the City's share of services in "Allison Estates - Phase 1", Hamilton (\$43,710.79) be approved and that the Finance and Administration Committee recommend the source of funding for this project.



E.M. Gill, P.Eng.



FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

The total estimated revised cost of the City's share to be approved at this time for "Allison Estates Phase - 1" is **\$186,454.94**.

A portion of the City's share (**\$33,319.73**) is associated with extra width and extra depth asphalt on Upper Wellington Street and extra depth asphalt on Jacqueline Boulevard. The remainder of the City's share (**\$153,135.21**) is associated with above and below ground municipal works on Upper Wellington Street adjacent to lands owned by the City of Hamilton.

Under the original submission for "Allison Estates - Phase 1", a recommendation was sent to the Finance and Administration Committee to approve financing in the amount of **\$142,744.15**. As the City is currently holding these funds in reserve for this project, we are recommending at this time that an **additional amount of \$43,710.79** be approved to achieve a total City share of **\$186,454.94** for "Allison Estates - Phase 1" (revised).

The above noted costs have been calculated in accordance with current City of Hamilton cost sharing policies and there will be no recovery of monies in the future as these works are adjacent to City owned lands and oversizing of services.

Cont,d.....

-Page 3-
1993 September 9

1993 Servicing Expenditures Related to Subdivisions R-93-72

Cont'd.....

BACKGROUND:

On 1993 February 3, City Council in adopting Item 10(b) of the Transport and Environment Committee Report 3-93 approved the proposed draft plan for "Allison Estates" under the condition that the Owner (200 Rymal Road Inc.) enter into a subdivision agreement with the City. "Allison Estates - Phase 1" (revised) is a smaller phase of the original approved draft plan.

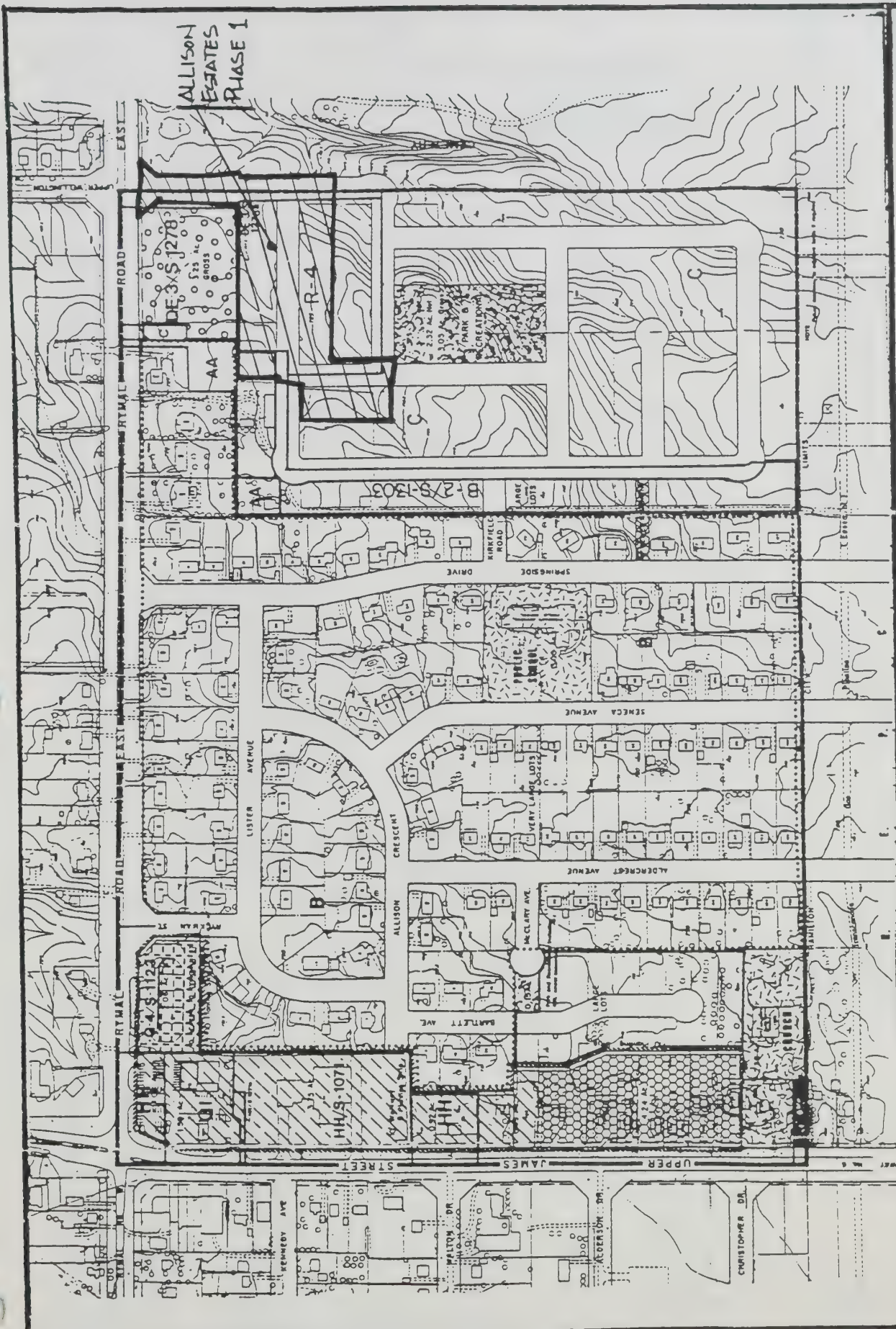
City Council has previously approved engineering schedules for "Allison Estates - Phase 1", however the Owners have revised the Phase 1 development to include two (2) additional streets (Jacqueline Boulevard & Piano Drive) and thirty-two (32) single family residential lots in addition to the extension of Upper Wellington Street and the multiple residential block originally proposed.

An estimate of costs for the revised Phase 1 development have been calculated in accordance with current City of Hamilton cost sharing policies and the City will be sharing fifty percent of the cost of services on Upper Wellington Street due to adjacent lands owned by the City on the east side of the street. In addition, the City will be paying the cost for extra width and depth of the roadway asphalt on Jacqueline Boulevard and Upper Wellington Street as discussed in the Financial Section of this report.

The lands of "Allison Estates - Phase 1" are located on the south side of Rymal Road East and west of Upper Wellington Street in the Allison Planning Neighbourhood.

 MJJ:

cc: Councillor D. Ross, Chairman, Finance and Administration Committee
cc: S. Reeder, Secretary, Finance and Administration Committee
cc: A. Ross, City Treasury Department



ALLISON
ESTATES
PHASE 1

KEY PLAN

N.T.S.

ALLISON

APPROVED PLAN

1993 SUBDIVISION EXPENDITURE SUMMARY : CITY'S SHARE OF EXPENDITURES

SUBDIVISION DEVELOPER CONSULTANT SURVEYOR	# OF LOTS and LOCATION AUTHORIZATION	SUBDIVISION AGREEMENT DESCRIPTION OF WORKS	CITY OWNED LANDS	NON-RECOVERABLE & OVERSIZED COSTS	TOTAL CITY'S SHARE	TOTAL SUBDIVIDER'S SHARE	TOTAL SERVICING COSTS
- ALLISON ESTATES PHASE 1 200 RYMAL ROAD INC. - Urbex Engineering Ltd. - W. Bruce Clark, O.L.S. (Dept. File: S701-71)	32 Lots Item 10(b) 1 Townhouse P&D 3-93 Block 93-02-03 Hamilton	Catch Basins & Connections Curbs & Sidewalks Finished Roads Dead End Barricade Street Lighting Seeding/Sodding Sewers Watermains	\$5,657.00 \$17,819.55 \$28,680.99 \$565.70 \$2,250.00 \$3,767.40 \$59,217.89 \$35,176.68	\$0.00 \$0.00 \$33,319.73 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00	\$186,454.94	\$292,573.06	\$479,028.00
* - Total costs for revised Phase 1 lands.							
** - Total costs previously approved for the Phase 1 lands.		Catch Basins & Connections Curbs & Sidewalks Finished Roads Dead End Barricade Street Lighting Seeding/Sodding Sewers Watermains	\$2,262.80 \$11,523.31 \$40,334.41 \$565.70 \$1,500.00 \$3,059.00 \$48,093.83 \$35,405.10	\$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00	\$142,744.15	\$58,138.48	\$200,882.63
*** - Additional amounts to be approved for the revised Phase 1 lands.							
		Catch Basins & Connections Curbs & Sidewalks Finished Roads Dead End Barricade Street Lighting Seeding/Sodding Sewers Watermains	\$3,394.20 \$6,296.24 (\$11,653.42) \$0.00 \$750.00 \$708.40 \$11,124.06 (\$228.42)	\$0.00 \$0.00 \$33,319.73 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00	\$43,710.79	\$234,434.58	\$278,145.37
TOTALS:							
==> OVERSIZING EXPENDITURES are Non-Recoverable							
==> 0.3 METRE RESERVE EXPENDITURES are Fully Recoverable							
TOTALS:							
==> OVERSIZING EXPENDITURES are Non-Recoverable							
==> 0.3 METRE RESERVE EXPENDITURES are Fully Recoverable							

TOTALS:

==> OVERSIZING EXPENDITURES are Non-Recoverable

==> 0.3 METRE RESERVE EXPENDITURES are Fully Recoverable

H.
(iv)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1993 October 14


REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Allan C. Ross
Treasurer

SUBJECT: Financing of Settlement of Expropriation
part of 1477 Upper James Street - Albert Boxinbaum

RECOMMENDATION:

That the outstanding balance of the final settlement of expropriation, part of 1477 Upper James Street - Albert Boxinbaum, in the amount of \$408,850 be financed from Centre No. CH 00107 - "Reserve for Services Through Unsubdivided Lands up to an amount of \$238,000 and the balance of \$170,850 be financed from Centre No. CH 00203 Reserve for Capital Projects.



FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

The net amount to be financed for all 1993 projects related to subdivision expenditures, including this recommendation, is \$1,115,093.55. The 1993 Capital Budget includes a provision of \$1,200,000 for the City's share of subdivision expenditures in 1993.

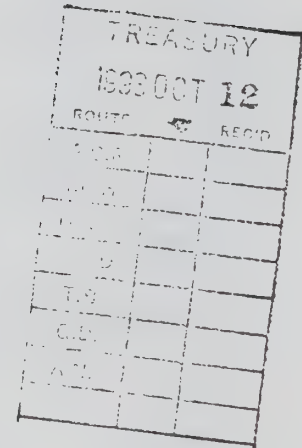
BACKGROUND:

The Transport and Environment Committee will be considering this report at their meeting of 1993, October 18. The details of the project cost are outlined in the report of Mr. D.W. Vyce, Director of Property, dated 1993, October 7.

NRA:jc
Attach

c.c. E. M. Gill, Senior Director, Roads Department
Attention: G. Aston
K. Christenson, Secretary, Transport and Environment Committee
D.W. Vyce, Director of Property

CITY OF HAMILTON
- RECOMMENDATION -



DATE: 1993 October 7

REPORT TO: Kevin C. Christenson, Secretary
Transport and Environment Committee

FROM: D. W. Vyce
Director of Property

SUBJECT: Settlement of Expropriation
part of 1477 Upper James Street - Albert Boxinbaum

RECOMMENDATION:

- a) i) That the following provisions be approved and completed of the Agreement by Owner To Accept Compensation, made by Albert Boxinbaum, on 1993 August 31, and scheduled to close on or before 1993 November 24, for land expropriated on 1989 September 25 for highway purposes, having a frontage of 40.234 metres (132 feet) along the easterly limit of Upper James comprising an area of .463 hectares (1.145 acres) (described as Parts 1 to 8 on Expropriation Plan No. 9535). This settlement includes final compensation at \$645,039.90; professional fees and disbursements (inclusive of G.S.T.) at \$31,559.56; plus 6% interest on unpaid compensation from 1989 September 25 to date of closing. (\$557,189.90 of the said compensation has already been paid to the former owner on 1990 October 4).
- ii) That the closing of the said expropriation settlement be conditional upon closing the purchase of adjacent land fronting on Upper James from Albert Boxinbaum authorized below. The Option to Purchase such land and the settlement of the said expropriation are to be accepted by Council concurrently and both property transactions are to be finalized contemporaneously.
- iii) That it is also understood and agreed,
- that a One Foot Reserve shall be located by the City along the easterly limit of the land expropriated (Part 7, Expropriation Plan No. 9535) and along the easterly limit of the land being purchased by the City (the westerly 180.245 metres (591.35 feet) more or less, of Part 14, Plan 62R-9741).

that Albert Boxinbaum, (his heirs, executors and administrators, successors, agents, and assigns) be granted a right-of-way over the southerly 10 feet of Parts 1,7 and 8, Expropriation Plan No. 9535 for access to link his remaining rear land with Upper James Street until Parts 1, 7 and 8 are part of the highway or until the owner of the remaining rear land pays its share of costs to remove the said one foot reserve, whichever occurs first.

- b) i) That an Option to Purchase Agreement, executed by the owner, Albert Boxinbaum, on 1993 August 31, scheduled to close on or before 1993 November 24, for the City's purchase of the remaining frontage of 1477 Upper James described as the westerly 180.245 metres (591.35 feet) more or less, of Part 14, Plan 62R-9741, comprising an approximate area of 0.26 hectares (0.642 acres) more or less, be approved and completed, for a purchase price of \$321,000.
- ii) That the closing of this City purchase be conditional upon closing the said settlement of the expropriation authorized above.
- c) i) That the City Treasurer recommend the method of financing the said expropriation settlement and the said purchase.
- ii) That the Mayor and City Clerk be authorized and directed to execute the necessary documents for the settlement and the purchase.



D. W. Vyce

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

The overall cost for the settlement of the expropriation inclusive of the purchase of the remnant parcel of vacant land, excluding the appropriate interest and legal fees incurred by the owner is \$966,039.90. This amount was derived as follows:

Gross Cost	\$966,039.90
Less monies paid out on 1990 October 4	<u>557,189.90</u>
Amount Outstanding	<u>\$408,850.00</u>

BACKGROUND:

On 1988 June 28, Council adopted Item 11 of the 10th Report of the Transport and Environment Committee approving the expropriation of the subject property which was required for roadway purposes necessary to implement the approved Ryckmans Neighbourhood Plan.

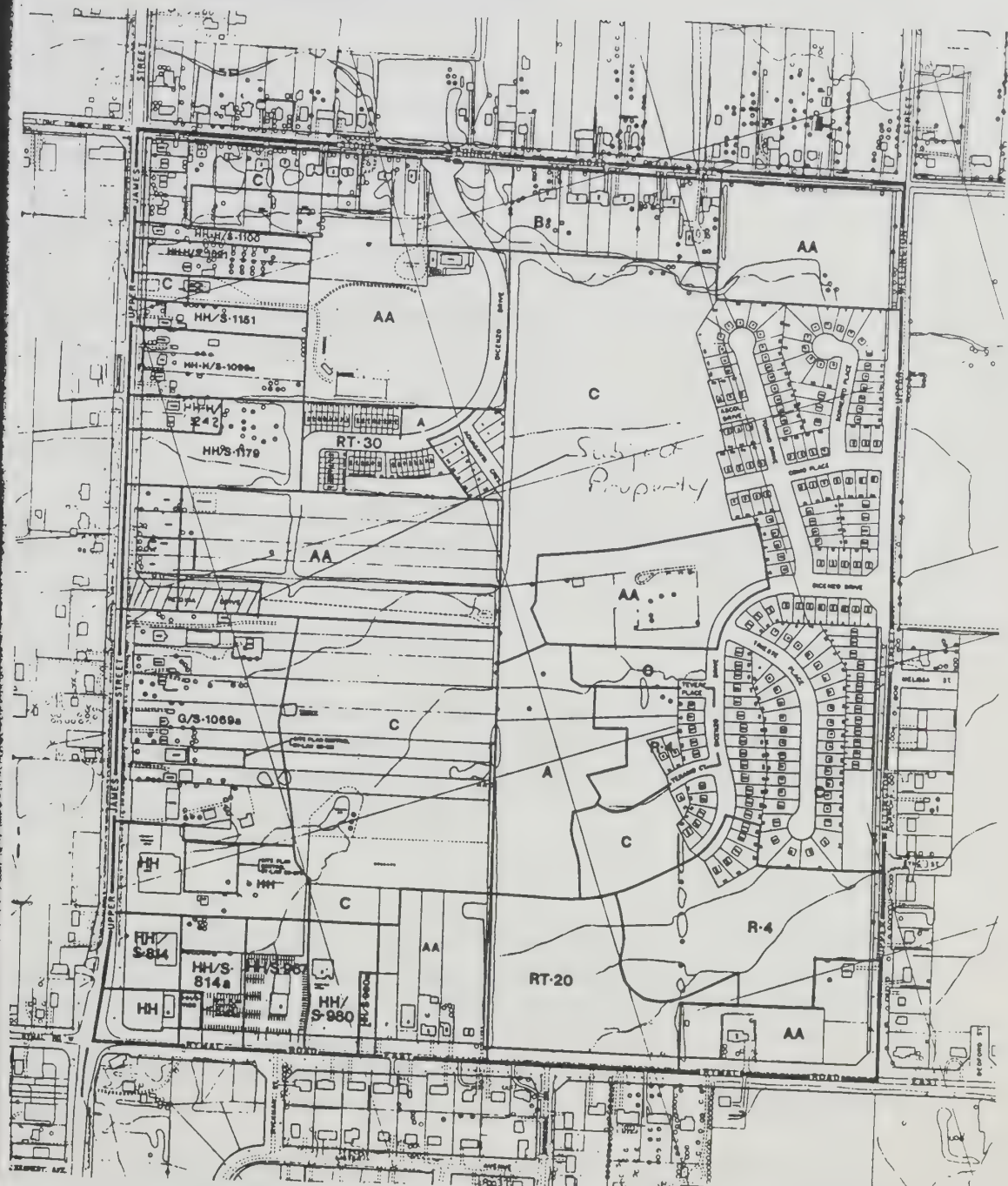
Pursuant to the expropriation, the City did, in accordance with the provisions set out in Section 25 of the Expropriation Act, on 1990 October 4, pay Mr. Boxinbaum compensation in the amount of \$557,189.90, which was based on an independent appraisal of the land expropriated.

Subsequent to the Expropriation proceedings, a Board of Negotiation meeting was held on 1991 September 25 to discuss the issues of Market Value of the subject property, interest and an injurious affection claim regarding the remaining property owned by Mr. Boxinbaum that abuts the land expropriated for road purposes.

As a result of the Board of Negotiation meeting, a settlement was reached based on the following; firstly, additional payment for the expropriated land in the amount of \$87,850 plus interest as set out in the Expropriation Act, secondly payment of reasonable legal and appraisal fees incurred by the former owner as a result of the expropriation, and thirdly, purchase of Mr. Boxinbaum's remnant parcel of land fronting on Upper James Street.

KN/nw
Attach.

c.c. Allan C. Ross, City Treasurer,
P. Noé Johnson, City Solicitor,



<table border="1"> <tr> <td>86</td> <td>82</td> <td>33</td> </tr> <tr> <td>101</td> <td>119</td> <td>8</td> </tr> <tr> <td>83</td> <td>6</td> <td>24</td> </tr> </table> <p>This is not a Legal Document For Zoning Verification Please Contact City Building Department.</p>	86	82	33	101	119	8	83	6	24	<p>CITY OF HAMILTON</p> <p>RYCKMANS</p> <p>ZONING</p>
86	82	33								
101	119	8								
83	6	24								
<p>--- Neighborhood Boundary</p> <p>--- Zoning Boundary</p> <p>Prepared for The City of Hamilton by the Planning and Development Department of The Regional Municipality of Hamilton - Wainwright</p>	<p>SCALE 1:1000</p> <p>PLANNING UNIT NO. 7508</p> <p>NORTH</p> <p>PAGE NO. 119</p>									

CITY OF HAMILTON
- RECOMMENDATION -

I.

DATE: 1993 October 6

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Charlene J. Touzel, Secretary
Hamilton Status of Women Sub-Committee

SUBJECT: Appointment of Members to the Hamilton Status of
Women Sub-Committee

RECOMMENDATION:

That the Selection Committee take appropriate action to fill the two citizen member vacancies on the Hamilton Status of Women Sub-Committee created by the resignations of Angie Armstrong and Jean Blackmore.

C. Touzel

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Approximately \$200. in advertising costs; however, there would be no costs incurred if the Selection Committee filled the two vacancies from the list of applicants that applied the last time vacancies were advertised. The Committee also has on file, two letters of application from women interested in serving on this Committee.

BACKGROUND:

A report dated 1993 September 15 was forwarded to the Finance and Administration Committee recommending the appointment of one citizen member to fill the vacancy created by the resignation of Angie Armstrong and to increase the membership complement by two additional members. At the Finance and Administration Committee Agenda Review Meeting on 1993 September 17, this report was held in abeyance until such time as the newly created Task Force to review the Sub-Committees presents its report in 1994 January.

At the 1993 October 4 meeting of the Hamilton Status of Women Sub-Committee, the Committee was in receipt of an additional letter of resignation from Jean Blackmore. Given the two vacancies on the Committee, the Committee recommended that a second report be forwarded to the Finance and Administration Committee recommending the immediate appointment of two citizen members to fill the existing vacancies. The Hamilton Status of Women Sub-Committee has undertaken numerous projects for 1993 and requires a full Committee complement to see these projects to fruition.

The Committee realizes that the Sub-Committees are in the process of being reviewed and agreed to hold its recommendation to increase the Committee membership by two additional members until the Task Force review is complete.

The Committee trusts that every consideration will be given to this request.

cc Alderman Don Ross, Chairperson, Finance and Administration Committee
 Alderman Mary Kiss, Vice-Chairperson, Hamilton Status of Women Sub-Committee
 Alderman Dominic Agostino, Member, Hamilton Status of Women Sub-Committee

CITY OF HAMILTON
- RECOMMENDATION -

J.

DATE: 1993 October 14

REPORT TO: Alderman D. Ross, Chairperson & Members
Finance and Administration Committee

FROM: Susan K. Reeder, Secretary
Finance and Administration Committee

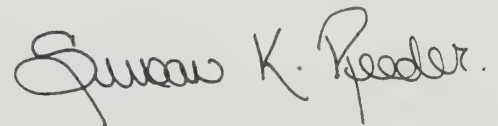
SUBJECT: Information Items

RECOMMENDATION:

That the following Information Items, which have been previously forwarded to members of the Committee under separate cover, be received for information purposes:

- (a) Minutes - Advisory Committee on Equitable Representation on Committees/Boards/Commissions - meeting held 1992 September 16th.
- (b) Correspondence - Wards 1,2,3, The Church of Jesus Christ of Latter-Day Saints - respecting the observance of Halloween.
- (c) Minutes - Hamilton Farmers' Market Sub-Committee - meeting held 1993 July 2nd.
- (d) Minutes - Hamilton Status of Women Sub-Committee - meeting held 1993 August 9th.
- (e) Minutes - English Language Sub-Committee - meeting held 1993 May 18th
- (f) Correspondence - Federation of Canadian Municipalities - "Federal Election '93 - Call to Action - A tool kit for municipal leaders".
- (g) Correspondence - John Syko, Chairman, Hamilton Public Library Board - respecting the Board's decision to maintain hours of service.
- (h) Correspondence - Mayor June Rowlands, City of Toronto - Request to participate in the provision of funds in support of Energy Probe's efforts - letter dated 1993 October 5th

- (i) Correspondence - Viviane Swann, Resolutions Policy Analyst, Federation of Canadian Municipalities - request for resolutions for consideration at the 1993 December meeting of the FCM National Board of Directors
- (j) Information Report - City Solicitor - Recent Supreme Court of Canada decision in Ramsden vs The Corporation of the City of Peterborough and its effect on the City of Hamilton Streets By-law.
- (k) Minutes of the meeting of the Keep Hamilton Clean Committee held 1993 September 1st.
- (l) Minutes of the French Sub-Committee meeting held 1993 June 25th
- (m) Correspondence - Mayor Jacquelin Holzman, City of Ottawa - Condemning the federal government's decision to eliminate the mainline Department of Multiculturalism and Citizenship, and its transferral of immigration policy to the new Department of Public Security - letter dated 1993 September 28th.
- (n) Correspondence - Mayor Ben Franklin, City of Nepean - opposition to Bill 77 - An Act to Amend Certain Acts related to the Regional Municipality of Ottawa-Carleton - letter dated 1993 September 29th.

 Susan K. Reader.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND;

The above-noted documents have been sent out to members of the Committee and the applicable staff for information purposes, and are being formally presented to the Committee in order to be officially received. Approval of this recommendation to receive these documents will ensure that the circulation procedure following for these matters is recorded.

/SKR

6.

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1993 October 14

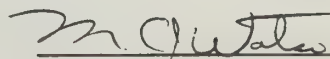
REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: D. W. Vyce
Director of Property

SUBJECT: Purchase of Property at 195 Rebecca Street
by Mintz Catering Limited., In Trust to a Company
to be Incorporated and Without Personal Liability

RECOMMENDATION:

- a) That an Offer to Purchase, executed by Mintz Catering Limited., In Trust to a Company to be Incorporated and Without Personal Liability (Max Mintz, President), on 1993 October 13, and scheduled to close on or before 1993 December 14, for the purchase of part of Lot 71, Plan 36, having a frontage along the northerly limit of Rebecca Street of 44.08 feet (13.43 metres) by a depth of 110 feet (33.53 metres) more or less, together with building erected thereon, bearing municipal number 195 Rebecca Street, as shown on Plan NS-2150 Surveys, be approved and completed and the funds derived from this sale of \$147,000 be credited to Account No. CH 4X501 00102 (Sale of Land - Reserve for Property Purchases).
- b) That a certified deposit cheque in the amount of \$14,700 be held by the City Treasurer pending approval of this transaction.
- c) That the Corporation of the City of Hamilton, upon acceptance of this Offer to Purchase, and subject to the transaction being closed and completed, agrees to pay a commission of \$6,880 (5% of first \$100,000, 4% on the balance) to Glen Easson, Glen Easson Real Estate Ltd.
- d) That the Mayor and City Clerk be authorized and directed to execute the necessary documents.



D. W. Vyce

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

See above recommendation.

BACKGROUND:



Subject property was purchased in February 1973 to be leased to Alienated Youth of Canada. In 1984, Alienated Youth of Canada vacated the premises and it has been used by the City Clerk's Department for a new taxi cab inspection office and storage purposes from 1984 until December 1992. It was deemed surplus to municipal requirements, after circulation to municipal departments.

AC/nw
Attach.

c.c. P. Noé Johnson, City Solicitor, Law Department

Allan C. Ross, Treasurer, Treasury Department

C. Bandurka, Property Clerk, Surveys, Roads Department

<div style="border: 1px solid black; padding: 5px; margin: 0 auto; width: 150px;"> <div style="display: flex; justify-content: space-around; border-bottom: 1px solid black; padding-bottom: 5px;"> 10710669 </div> <div style="display: flex; justify-content: space-around; border-bottom: 1px solid black; padding: 5px 0 5px 20px;"> 211095 </div> <div style="display: flex; justify-content: space-around; padding: 5px 0 5px 20px;"> 4131125 </div> </div> <p style="margin-top: 20px;">This is not a Legal Document For Zoning Verification Please Contact City Building Department.</p>	<p style="font-size: 1.2em;">CITY OF HAMILTON</p> <p style="font-size: 1.5em; font-weight: bold; margin-top: 20px;">BEASLEY</p> <p style="font-size: 1.5em; font-weight: bold; margin-top: 20px;">ZONING</p>
<div style="display: flex; align-items: center; margin-bottom: 5px;"> <div style="width: 30px; border-bottom: 2px solid black; margin-right: 5px;"></div> Neighbourhood Boundary </div> <div style="display: flex; align-items: center;"> <div style="width: 30px; border-bottom: 1px solid black; margin-right: 5px;"></div> Zoning Boundary </div>	<div style="text-align: center;"> <p>0 100m</p>  <p>SCALE 50m</p> </div> <div style="text-align: right; margin-top: 10px;">  <p>NORTH</p> </div>
<p>Prepared for The City of Hamilton by the Planning and Development Department of The Regional Municipality of Hamilton-Wentworth</p>	<div style="display: flex; justify-content: space-between;"> <div> <p>PLANNING JOB NO</p> <p style="font-size: 1.2em; font-weight: bold;">6703</p> </div> <div> <p>PAGE NO</p> <p style="font-size: 1.2em; font-weight: bold;">10</p> </div> </div>

7.

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1993 October 18

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Stella Glover, Secretary
Hamilton Farmers' Market Sub-Committee

SUBJECT: Lighting/Environmental Conditions at Hamilton
Farmers' Market

RECOMMENDATION:

- (a) That staff be directed to prepare tender documents for the installation of an economic energy efficient lighting system at the Hamilton Farmers' Market.
- (b) That these tenders be reviewed with the Hamilton Farmers' Market Sub-Committee before final presentation to the Finance and Administration Committee.

Stella Glover

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

The estimated cost of the energy efficient lighting system at the Hamilton Farmers' Market is \$41,000.00 with an annual savings of \$16,500.00.

BACKGROUND:

For some time the Hamilton Farmers' Market Sub-Committee and the Property Maintenance Division have been looking at ways of improving environmental conditions at the Farmers' Market.

In an effort to reduce the heavy electrical usage, a consultant has developed a plan for the installation of energy efficient lighting. This would result in a saving on energy costs and also avoid the risk of blackouts due to an overloaded system.

The Hamilton Farmers' Market Sub-Committee was advised that the costs of this project are to be taken from the Energy Conservation Project Account #CF3192 41008 and could result in a savings of approximately \$27,000.00. However, this amount has now been revised by the Property Department to \$16,500.00.

cc: Alderman, D. Agostino, Chairperson, Hamilton Farmers' Market Sub-Committee
S.G. Hollowell, City Clerk's Office
S. Miller, Market Manager
B. Desnoyers, Property Maintenance Division
File

8.

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1993 October 18

REPORT TO: Mrs. Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Susan K. Reeder, Secretary
New Task Force on Grants

SUBJECT: Recommendations of the New Task Force on Grants

RECOMMENDATION:

- (a) That 5% of the total grant budget allocation be reserved for grants for "special projects" for groups that have not previously received funding; and,
- (b) That Sub-section (f) of Section 4 of the General Grants Policy respecting the processing of grant applications be amended to limit the grant amount to a maximum of 20% of the applicant's total operating budget, after the initial year of an approved grant; and,
- (c) That the General Grants Policy be amended to allow for only those groups who have never received funding to be invited to make a verbal presentation to the Committee of the Whole, and that all other groups be allowed to make written presentations; and,
- (d) That the previous year's growth of assessment be taken into consideration in setting the amount of the grant allocation; and,
- (e) That Sub-section 4 of Section 2 of the General Grants Policy respecting Categories be deleted; and,
- (f) That the Christmas Lighting Program and the Fire Department Band be moved from the Committed Grants allocation to the General Grants process.
- (g) That the Arts Advisory Sub-Committee and the Sports Council discontinue providing comments on the grant applications, and that the Committee of the Whole rely on its staff to provide comment as required.

Susan K. Reeder

1993 October 18th
Susan K. Reeder, Secretary
Finance and Administration Committee
Page Two

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

The base amount for the City's general grant allocation would fluctuate annually based on the growth of assessment. A reduction in the number of verbal presentations from grant applicants would reduce the meeting time, and allow Council members a longer deliberation process on the grant amounts to be approved for all groups applying.

Reduction to the grant maximum amount from its present limit of 25% to a reduced amount of 20% would reduce the amounts given to those applicable groups, but would allow for a greater distribution proportion to all groups receiving funds.

BACKGROUND:

The Finance and Administration Committee at its meeting held 1993 September 23rd referred back the report of the New Task Force on Grants for further deliberation.

Subsequently, the New Task Force on Grants met on 1993 October 7th to review its report. The Task Force agreed to clarify and amend some of the recommendations contained in its report, and approved the above-noted resolution.

During a review of the 1992 General Grants, the Finance and Administration Committee, at its meeting held 1992 January 23rd, approved a recommendation to establish a Special Committee to review the possibility of implementing a Grandfather clause" policy for grants to all organizations. A Grants Grandfather Task Force was established and Aldermen B. Charters, F. Eisenberger and T. Anderson were appointed to serve on this Task Force.

The Task Force's stated objective was to "facilitate the demands for grant funds and allow as much as possible the opportunity for new organizations to receive grant funds". With this objective in mind, the Task Force applied the basic principle "that all organizations are to be phased out over a maximum five year period".

The report of the Grants Grandfather Task Force was presented to the 1993 April 8th meeting of the Finance and Administration Committee. A great deal of discussion and disagreement on the recommendations ensued, and the Committee agreed to table the report, and set up a New Task Force on Grants to relook at the grants issue and report back. This new Task Force consisted of Mayor Morrow, Aldermen Cooke, Eisenberger, Agostino, Agro and Drury.

SKR

cc Kevin Beattie, Grants Co-Ordinator
Cheryl York, Arts Co-Ordinator

IMPACT OF PROPOSED GENERAL GRANT POLICY CHANGES

A) Allocation for New Grants

Based on total 1993 Grants Budget (\$448,290 x .10)

\$44,830

Based on total 1993 General Grants (\$295,000 x .10)

\$29,500

(NOTE: in 1993 successful New Grant applicants received \$17,500 or 3.9% of total Grants Budget or 5.9% of total General Grants)

B) Maximum Operating grant as a Percentage of applicants Budget

	Operating Budget	1993 Grant	Existing %	Grant at 20%	Amount of Grant Reduction	Amount of Grant at 15%	Additional Grant Reduction	Total Reduced
1. Catholic Family Service	\$ 1,000	\$ 500	50.0%	\$ 200	\$ (300)	\$ 150	\$ (50)	\$ (350)
2. Hamilton All Star Jazz Band	18,000	4,000	22.2%	3,600	(400)	2,700	(900)	(1,300)
3. Hamilton Concert Band	14,200	3,000	21.1%	2,840	(160)	2,130	(710)	(870)
4. The Hamilton Safety Council	33,700	19,000	56.4%	6,740	(12,260)	5,060	(1,680)	(13,940)
5. Hamilton Selects Women's Soccer	1,950	500	25.6%	390	(110)	290	(100)	(210)
6. Hamilton Sports Challengers	3,125	1,000	32.0%	630	(370)	470	(160)	(530)
7. Ontario Visually Impaired Golfers Corp.	1,000	1,000	100.0%	200	(800)	150	(50)	(850)
8. The Volunteer Centre of Hamilton & District	<u>10,000</u>	<u>10,000</u>	<u>100.0%</u>	<u>2,000</u>	<u>(8,000)</u>	<u>1,500</u>	<u>(500)</u>	<u>(8,500)</u>
	<u>\$82,975</u>	<u>\$39,000</u>	<u>47.0%</u>	<u>\$16,600</u>	<u>\$ 22,400</u>	<u>\$12,450</u>	<u>\$ 4,150</u>	<u>\$ 26,550</u>

C) Potential Growth of annual Grants Budget (based on 1993 information)
1992 Assessment Growth .06% Grants Budget Increase \$270

1993 GRANTS BUDGET - AN OVERVIEW

1992 BUDGET \$448,290

1992 ACTUAL \$467,472

1993 BUDGET \$448,290

LESS:

COMMITTED GRANTS:

PUBLIC HOUSING	\$100,890
McMASTER/MOHAWK UTILITIES	\$14,000
CHRISTMAS LIGHTING PROGRAM	\$6,000
FIRE DEPARTMENT BAND	\$6,200
ADVERTISING GRANT APPLICATIONS	\$1,200
	<u>\$128,290</u>

(\$128,290)
\$320,000

CONVENTION/RECEPTION ALLOCATION

(\$25,000)
\$295,000

1993 GENERAL GRANT FUNDS

ALLOCATED GENERAL GRANT FUNDS -

UNALLOCATED GRANT FUNDS -

TOTAL GENERAL GRANT FUNDS

\$224,500
\$70,500
<u>\$295,000</u>

Recommendation proposes that these "Committed Grants" be included in the General Grant process



NOTICE OF MEETING

FINANCE AND ADMINISTRATION COMMITTEE

Thursday, 1993 November 4th

9:30 o'clock a.m.

Room 233, City Hall

U.BAN M

001 - 1993

GOVERNMENT DOCUMENT

Susan K. Reeder

Secretary

Delegations will be heard at 10:00 o'clock a.m.

A G E N D A

1. CORRESPONDENCE

- (a) Request for a donation to assist in the printing costs of a book entitled "KIDestrians" developed by the Hamilton-Wentworth Police Department and community parents.
- (b) Request for a donation of \$1,000. from the Canadian Housing Coalition for awareness raising activities on the importance of affordable housing.
- (c) Hamilton Gallery of Distinction - 1993 Induction Ceremonies and Dinner - 1993 November 17.
- (d) The Hamilton International Air Show Foundation - Request for the City to again sponsor the 1994 Civic Reception on Saturday, 1994 June 18th at an amount of \$8,500.

2. ALDERMAN V. AGRO

Constituency Issue - Earthsong - Car Towing.

DELEGATION - 10:00 O'CLOCK A.M.

3. H.E.C.F.I.

Approval to allow the addition of advertising panels to the Hamilton Place exterior pylon sign.

4. CONSENT AGENDA

5. CITY CLERK

Hamilton Farmers' Market - Increase to Stallholder Fees. (copy to follow)

6. REFERRAL FROM CITY COUNCIL

1994 User Fees.

Please note that the User Fees Package has not been reproduced in this Agenda since it was distributed at the Committee of the Whole meeting on 1993 October 26th. Members of the Committee, and Members of the Management Team are requested to bring their copies to the meeting.

7. PRIVATE AND CONFIDENTIAL AGENDA

8. OTHER BUSINESS

9. ADJOURNMENT

**OUTSTANDING ITEMS
FINANCE AND ADMINISTRATION COMMITTEE**

Page 1

ITEM	DATE REQUESTED	ACTION BY
1. (a) Policy to exempt Parking Authority from realty and business tax.	1990 February 23 & 1990 March 22	Treasurer
(b) Examine feasibility of directing the net revenue from parking fines into the Reserve Account.	1990 March 22	Treasurer
2. Additional Proposed Development Charges Amendments.	1992 April 23	Building
3. City Hall Grounds Study - being reviewed by Interest groups for input.	1993 January 21	Arts Co-Ordinator
4. Report - Partnership Agreements at the Hamilton Farmers' Market.	1993 January 21	City Solicitor
5. Report - Ad Hoc Committee on Tobacco Control Policy forwarded from Regional Council.	1993 February 18	City Clerk, Solicitor
6. Women's Safety Audit Project Report - Chief Administrative Officer to meet with the Status of Women Sub-Committee and staff and report back on the implementation procedures.	1993 March 25	Chief Administrative Officer
7. Report back on the issue of other municipalities which have discriminated against the hiring of the local construction industry due to restrictive policies.	1993 August 31	Chief Administrative Officer & City Solicitor
8. Report - Hamilton Firefighters Drum Corp. - request for a \$300,000. interest free loan.	1993 August 26	Chief Administrative Officer
9. Review of possible alternative names for "Commonwealth Square".	1993 August 26	Chief Administrative Officer
10. Report back - Discussions with Junior Achievement on negotiations on rental rate for space in the Upper Wentworth Composite Building.	1993 September 23	Chief Administrative Officer, & Director of Property
11. By-law Amendment to By-law 84-191 so as to permit the keeping of Vietnamese Pot Bellied Pigs.	1993 September 23	City Solicitor, Alderman Drury, H.S.P.C.A. and interested parties.

OUTSTANDING ITEMS

PAGE 2 - Continued

[illegible]

1993 October 29

KIDestrians

PRACTISING TRAFFIC SAFETY WITH YOUR KIDS

1(a.)

City of Hamilton
Finance Committee
City Hall
71 Main St. West,
Hamilton, Ontario.

October 27, 1993

KIDestrian Safety Program Background

Injury is the leading cause of death among children in Canada. In the 1989 CIHC profile, *Health of Canada's Children*, it was found that in motor-related deaths, 54 percent of the preschool children killed were pedestrians, compared to 35 percent as car occupants.

Socio-economic factors play a role. Child pedestrian injuries are two to three times more likely in low economic areas where there are more single-parent households and families living below the poverty line.

Not only is the injury or death of a child tragic for all concerned, but the economic burden on medical care is enormous. In 1986, injuries presented the second largest cost to the Canadian health care system.

Following a five year study, the Hamilton-Wentworth Regional Police found that on average, five children per week under the age of 16 were hit by a vehicle. It was therefore concluded that their traffic safety program was not working well enough. The technique of having a police officer in the classroom for 20 minutes a year was clearly ineffective. Based on a German model, the KIDestrian program was developed, involving parents directly in teaching traffic safety skills.

A multi-disciplinary team approach was taken to develop the KIDestrian program in Hamilton. Representatives from the local police department, public health department, parents (who co-authored this the Canadian version of KIDestrians), Hamilton Council of Home & Schools, Trauma Prevention Council, Hamilton Safety Council, Boards of Education, child care centres and the City of Hamilton Traffic Department (in an advisory capacity) all worked together to make the program a reality.

The Canadian Tire Child Protection Foundation provided the professional resources for the production of the books, and Canada Post, Fortinos, Dofasco and Crayola have since become corporate partners.

Using a simply worded book, parents walk their children through the exercises outlined. With Chalk and "KIDS BRAKES" children not only learn their safety rules, but find it fun.

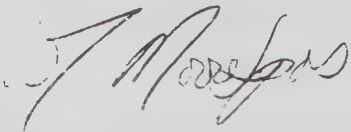
This program has proved very successful in Hamilton during two trial runs in 1992.

As a city/region we have to be concerned about the number of children being killed or injured as a result of traffic accidents. One of the strengths of the KIDestrian program is its simplicity.

KIDestrians draws on the parents and caregivers of young children, those who care the most, to teach safety rules to their youngsters. The model program has been running successfully in Germany for 20 years. Children across this region deserve the chance to learn from KIDestrians. Plans are underway to also take this program across Canada so that other communities might benefit from Hamilton's experience.

Nothing is more precious than the life of a child.

Yours truly,

A handwritten signature in dark ink, appearing to read 'Wendy Moore Spors', written in a cursive style.

Wendy Moore Spors
KIDestrian Co-ordinator

KIDestrians BUDGET

REQUIRED FOR HAMILTON-WENTWORTH:

20,000 full colour copies of book
20,000 pieces of chalk

COST:

Printing & Film Quotes

\$ 6,425.00 film
\$13,400.00 printing
\$ 1,800.00 insert & FOB Hamilton
\$21,625.00
\$ 3,243.75 taxes
\$24,868.75

Chalk & Wrapper

\$1,800.00 wholesale price from Crayola
\$ 500.00 wrapper printing
\$2,300.00
\$ 345.00 taxes
\$2,645.00

TOTAL REQUIRED: \$27,513.75

RAISED TO DATE: ~~\$18,245.00~~ 18,745.00

AMOUNT REQUIRED AS OF
OCTOBER 1, 1993:

\$ 9,268.75 8,768.75

estrians

PRACTISING TRAFFIC SAFETY WITH YOUR KIDS

October 27, 1993
Attention: Susan Reeder,
Fax # 546-2095
Book is in the mail

OCT 28 1993

Finance Committee
City Hall,
71 Main St. West,
Hamilton, Ontario.

Dear Susan,

The following is a new update of the KIDestrian fundraising and Budget.

Thanks to the corporate donations of FORTINOS, CANADA POST, DOFASCO and the KIRKENDALL Neighbourhood Association, combined with the contribution from the HAMILTON-WENTWORTH POLICE SERVICES BOARD, we have raised \$18,745.00 of the \$27,513 we need to print 20,000 copies and purchase sidewalk chalk. This represents the distribution estimated for the Hamilton - Wentworth Region.

Donations to date:

FORTINOS	\$10,000.00	
POLICE SERVICES	\$ 5,000.00	
CANADA POST	\$ 2,645.00	SECURITY DIVISION
CANADA POST	\$ 500.00	COMMUNICATIONS DIVISION
DOFASCO	\$ 500.00	
KIRKENDALL	\$ 100.00	

TOTAL	\$18,745.00	

Yours truly,


Wendy Moore Spors

Canadian Housing Coalition
Coalition canadienne pour le logement

1. (b.)

August 30, 1993

Mayor Bob Morrow
City of Hamilton
71 Main Street West
Hamilton, Ontario
L8N 3T4

Dear Mayor Morrow:

The Canadian Housing Coalition is a non-partisan organization of diverse interest groups that have come together to raise awareness of the importance of housing to the quality of life for Canadians.

The Federation of Canadian Municipalities is a founding member of the Coalition along with the Canadian Housing and Renewal Association, Co-operative Housing Federation of Canada, Ontario Non-Profit Housing Association and the Canadian Council on Social Development. The goal of the Coalition is to work to ensure that the next Federal government acknowledges its commitment to increase resources allocated to the provision of adequate and affordable housing for low and moderate income Canadians.

Over the next few months, the Coalition intends to raise awareness of the importance of adequate and affordable housing to employment, education and training, health, quality of life and safe communities. An important event during this period will be a National Round Table on Housing and Homelessness that will bring together the major stakeholders in housing such as Provincial Housing Ministers, the Big City Mayors' Caucus of the Federation of Canadian Municipalities and national organizations.

As you know, the importance of adequate and affordable housing for Canada's large urban centres cannot be overstated. The Coalition needs the help of your municipality to generate public debate on the impact of the Federal government's progressive withdrawal from social housing. The Coalition's objectives are ambitious, particularly in so short a time period, but they can be achieved if major stakeholders work together.

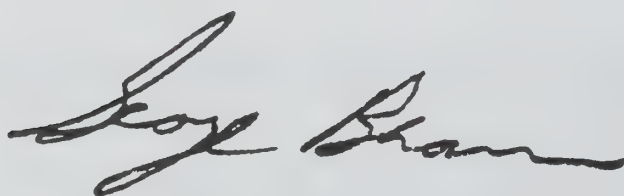
J0714

-2-

While human as well as financial resources are contributed by the Coalition members, funding must be raised to enable us to meet our objective. On behalf of the Coalition members, I am asking for a contribution from the City of Hamilton in the amount of \$1,000. The Coalition will be seeking a similar amount from other members of the Big City Mayors' Caucus.

Thank you for considering this request.

Yours sincerely,

A handwritten signature in dark ink, appearing to read "George Brown". The signature is fluid and cursive, with the first name "George" written in a larger, more prominent script than the last name "Brown".

George Brown
Chairperson



Hamilton Gallery of Distinction

c/o Vic Hryhorchuk
YMCA of Hamilton/Burlington
79 James Street South
Hamilton, Ontario L8P 2Z1

1. (c.)

OCT 19 1993

REC. BY D
REF'D TO D
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ACTION:

Board of Directors

Executive Committee:

Vic Hryhorchuk
President

Jay Pollack
Vice-President

Marcel Mongeon
Secretary

Margaret Thompson
Treasurer

Dr. Mary Keyes
Past President

Directors:

Frank D'Amico

Ray Harris

Donald Harrison

Darryl Hartwick

Paul Jaggard

Michael Ng

David Seldon

Kevin Smith

Lynda Templeton

October 15, 1993

Mr. Joe Schatz
City Clerk
Corporation of the City of Hamilton
71 Main Street West
Hamilton,, Ontario
L8N 3T4

Dear Mr. Schatz:

Re: Hamilton Gallery of Distinction

On behalf of the Board of Directors of the Hamilton Gallery of Distinction, I invite you to attend the 1993 Induction Ceremonies and Dinner.

This year we are honouring six prominent citizens whose accomplishments, detailed in the accompanying brochure, have brought renown to our community. Please join us to recognize their contributions on Wednesday, November 17, 1993 at the Hamilton Convention Centre. A reception is scheduled for 6:00 p.m. followed by dinner at 7:00 p.m.

Tickets are \$65 per person; tables of 10 are available for \$600. If you would like to attend, please return the completed tear-off portion of the brochure, along with your cheque, in the enclosed postage-paid envelope.

We look forward to seeing you on the 17th.

Sincerely,

P.R. Jaggard
Director, Hamilton Gallery of Distinction

Encl.

Sir John Hendrie - 1857-1923

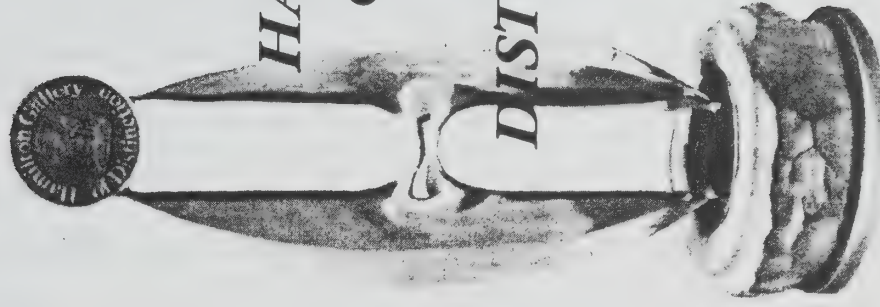
Born in Hamilton; Mayor of Hamilton 1901-1902; represented the riding of Hamilton West in the Ontario Legislature for a period of 12 years after his election in 1902; appointed Lieutenant Governor of Ontario in 1914. Retired in 1919; widely known throughout Canada as a manufacturer, railroad contractor, sportsman and politician; was created a knight bachelor in 1915; held the long service ribbon in the Canadian Militia, and from 1903 to 1909 he was Lieutenant-Colonel commanding the 2nd Brigade, Canadian Field Artillery; Hendrie owned a famous racing stable and won the King's Plate in Toronto in 1910.

John Alexander (Jack) MacDonald - 1927-

Mayor of Hamilton, 1977 to 1980; first elected to City Council in 1949; instrumental in bringing the Grey Cup game to Hamilton in 1972; active in the Hamilton East Kiwanis Club and was named Kiwanian of the Year in 1983; appointed to the National Parole Board in 1984; avid supporter of the Hamilton Tiger Cat Football Club; currently a columnist with the Hamilton Spectator; Hamilton's Citizen of the Year in 1973; plumber by trade.

Claude Saunders Sr. - 1912-

Recognized as the man who put Hamilton's Leander Boat Club on the water; is well known across the country for his tireless efforts on behalf of the sport of rowing; in 1931, raised \$75 so the Leander Clubhouse could be opened; competed in the 1936 Olympics in the "heavy eights"; also a competitor in rowing events at the 1948 Olympics; was president of Leander for 34 years; served as chair of the Royal Canadian Henley Regatta for two dozen years; in 1982, Claude Sr. was inducted into the Canadian Sports Hall of Fame; in 1991, he received the Bryce Taylor Memorial award, marking his over 60 years as a rowing competitor, administrator, organizer and official.



HAMILTON GALLERY OF DISTINCTION

.....an invitation.....

HAMILTON GALLERY OF DISTINCTION

.....

1993 Awards Dinner

Wednesday, November 17, 1993

Hamilton Convention Centre

6:00 p.m. Cocktail Reception

7:00 p.m. Dinner

Dress Optional - Formal or Business Attire

.....

The Hamilton Gallery of Distinction Awards Dinner is an important community event which recognizes and honours present and past prominent citizens who have by their accomplishments brought credit to our community. The Gallery holds an annual dinner where tribute is paid to inductees including presentation to them of the prestigious **Hamilton Gallery of Distinction Award** which is shown on the cover of this invitation.

Please join us with your spouse or friend at the ninth annual awards dinner where the following inductees will be honoured:

Canada's first woman astronaut; part of a six member crew on board the space shuttle "Discovery" for a seven day mission in January/1992; neurologist and associate professor of medicine at Hamilton's McMaster University; has done extensive work with the National Research Council; recipient of the prestigious Vanier Award; received her medical degree at Hamilton's McMaster University; honorary life member of the Canadian Federation of University Women, Girl Guides of Canada, Federation of Medical Women of Canada, Science North, and Zonta International; served on the Ontario Premier's Council on Science and Technology.

Bishop John C. Botwell - 1927-

Appointed Canon of Christ's Church Cathedral in Hamilton in 1963; former Bishop of the Anglican Diocese of Niagara (12 years); in 1985 named Anglican Archbishop of Ontario; served in parishes in Oakville, Dundas, Toronto and Vancouver; on retirement in 1991 was elected Chancellor of Trinity College in the University of Toronto; outspoken social activist; community service included Hamilton's Social Planning and Research Council and Ontario's Social Development Council, Hamilton Foundation, United Way; author of three books on the church and its role in society: "Taking Risks and Keeping Faith", "Keeping Faith Day by Day" and "Old Time Religion or Risky Faith?"

William Blair Bruce - 1859-1906

Followed in his father's footsteps (William Bruce) and became a painter; studied in Europe, primarily Paris; to his death he maintained that his work was entirely personal and Canadian; Bruce's favourite subject was his wife; his works are in galleries around the world; The Long Cloud, Sunset in Clouds, The Rag Picker, Moonlight in Canada and The Phantom Hunter are all part of the permanent collection of the Art Gallery of Hamilton; died of "athlete's heart" in 1906 at the age of 47.

(over)

To: Hamilton Gallery of Distinction
c/o Paul Jaggar
Ernst & Young
4th Floor, 100 King Street West
Hamilton, Ontario L8P 1A2

Yes, we will attend the **Hamilton Gallery of Distinction** dinner on November 17th, 1993

Please send _____ tickets at \$65.00 each (including \$4.25 G.S.T.)

_____ table of 10 @ \$600.00 (including \$39.25 G.S.T.)

My cheque for \$ _____ is enclosed

NAME: _____

COMPANY _____

ADDRESS _____

POSTAL CODE _____

G.S.T. # 13002542

TELEPHONE _____



The Hamilton International Air Show Foundation

150 King Street East, Suite 416, Hamilton, Ontario L8N 1B2

Bus: (416) 528-4425 Fax: (416) 528-8499

DISPLAY DATE

June 19-20, 1993

June 18-19, 1994

September 14, 1993

1.(d.)

Ms. Susan K. Reeder
Secretary
Finance and Administration Committee
City of Hamilton
71 Main Street West
Hamilton, Ontario
L8N 3T4

SEP 16 1993

Dear Ms. Reeder:

Re. Civic Reception Hamilton Air Show June 18, 1994.

The Air Show would like to thank the City of Hamilton for the excellent reception held for 93 air crews including the Snowbirds.

The Civic Reception is our official function for participants and volunteers. This first class reception is an important component of our hosting responsibilities for air crews around the world and contributes to make this a world class event.

I would ask the City to again sponsor the 94 Civic Reception scheduled for Saturday June 18, 1994. The estimated cost of the 94 reception is \$8,500.00.

As the air show continues to grow our economic benefits to the community now exceed five million dollars yearly. For 1994 we have been selected as one of the Top 100 events in North America by the American Bus Association.

Thank you again for your support and cooperation.

Yours truly,

Alexander Lutchin
Executive Director

c.c. Mayor R. M. Morrow
Alderman H. Merling
Kevin Christenson, City Clerk's Department



450-00

CITY COUNCIL
HAMILTON, CANADA

Alderman Vince Agro

71 MAIN STREET WEST L8N 3T4 • (416) 546-2730 • RES. (416) 528-2009 - WARD 2

31 August 1993

SEP

2.

Memo to: Mrs. S. Reeder, Secretary, Finance & Administration Committee

From: Alderman Vince Agro

I have been dealing with Mr. Ralph Alfano who had his car towed away while attending Earthsong. He feels his car should not have been towed since there was some discrepancies over the signs.

I would like to have this matter placed on the agenda of the next meeting because his car was towed by a private towing company; namely, Rob's Towing.

VJA:sn

*c.c. Mr. Ralph Alfano, 193 Park St. N., Hamilton, L8R 2N6
Mr. Bill Powell, Creative Arts, 401 Main St. W., Hamilton, L8P 1K5*



Hamilton
Entertainment
and Convention
Facilities Inc.

HECFI Corporate Offices
101 York Blvd.
HAMILTON, ONTARIO
CANADA L8R 3L4
Tel. 416/546-4000
Fax 416/527-6856

MEMO TO: Mrs. Susan Reeder, Secretary
FINANCE AND ADMINISTRATION COMMITTEE

FROM: Patricia Bennett, Secretary
H.E.C.F.I.

DATE: October 29, 1993

SUBJECT: HAMILTON PLACE - Exterior Pylon Sign

3.

RECOMMENDATION:

**THAT APPROVAL BE SOUGHT FROM THE CITY OF HAMILTON TO
ALLOW THE ADDITION OF ADVERTISING PANELS TO THE
HAMILTON PLACE EXTERIOR PYLON SIGN.**

BACKGROUND:

- The H.E.C.F.I. Board of Directors approved the foregoing recommendation at its regular meeting held October 22, 1993.
- H.E.C.F.I. management's background report dated October 5, 1993 is attached for information.

Respectfully submitted,

Patricia Bennett
Legislative Assistant

encl.



Hamilton
Entertainment
and Convention
Facilities Inc.

FOR ACTION

MEMO TO: OPERATIONS COMMITTEE

FROM: Mr. G. Macaluso
Managing Director/CEO

Mr. B. Calder, P.Eng.,
Director of Operations/Events Delivery

DATE: 1993 October 5

SUBJECT: HAMILTON PLACE - Exterior Pylon Sign

RECOMMENDATION:

THAT APPROVAL BE SOUGHT FROM THE CITY OF HAMILTON TO ALLOW THE ADDITION OF ADVERTISING PANELS TO THE HAMILTON PLACE EXTERIOR PYLON SIGN.

BACKGROUND:

At the 1993 September 15 meeting of the Operations Committee management was directed to research all existing City by-laws pertaining to the Hamilton Place exterior pylon sign and the placement of advertising on this same sign.

After consultation with Messrs. J. Schatz, City Clerk and S. Hollowell, Manager Administrative Division of the Clerk's department it has been determined that no formal by-laws and/or directives from City Council exist respecting the pylon sign. However, discussions with Mr. D. Powers, Acting City Solicitor of the Law Department, made it apparent to HECFI, that any renovations affecting the physical appearance of the sign would require the approval of City Council.

Mr. Powers' advice is based on the fact that HECFI's enabling legislation i.e. Bill Pr34, does not permit HECFI to acquire or hold any interest in real property. Hence, any physical

change or renovation to real property owned by the City of Hamilton would require approval of the City of Hamilton. This approval can be garnered through the Capital budget process or in the event where capital funding is not required to be provided by the City, through formal approval of City Council. In essence, a tenant, albeit a management corporation empowered by the City of Hamilton, does not possess the unilateral right to change or renovate the landlord's real property without approval of the landlord.

Based on this legal opinion, the desire of HECFI to renovate the Hamilton Place pylon sign so as to incorporate fixed, advertising panels (please refer to Figure 1 attached), does require the approval of City Council. Accordingly a recommendation is being made herein to seek and obtain this approval. Once obtained, specifications can be prepared to renovate the sign, a method of financing determined to fund these renovations and formal tenders called so that the necessary work may proceed.

It should be noted that at a meeting held 1993 September 23 with Alderman H. Merling, Messrs. G. Macaluso, D. Vyce and B. Calder in attendance, this issue was discussed and the course of action and recommendation as formulated herein was agreed upon.



G. Macaluso,
Managing Director/CEO



B. N. Calder, P.Eng.,
Director of Operations/Events Delivery

HAMILTON

 HAMILTON
PLACE

Coca-Cola



Sheraton Hamilton
HOTEL

FINANCE AND ADMINISTRATION COMMITTEE

THURSDAY, 1993 NOVEMBER 4TH

CONSENT AGENDA

A. MINUTES OF THE FINANCE AND ADMINISTRATION COMMITTEE

Minutes of the regular meeting of the Finance and Administration Committee held Thursday, 1993 October 21st.

B. CITY SOLICITOR

By-law to authorize West Mountain Bocce Program (referred back by City Council on 1993 October 26th for amendments).

C. CITY CLERK

Use of the name "Hamilton" - Hamilton Sports Council.

D. TREASURER

- (i) Funding - 1994 Around the Bay Road Race 100th Anniversary - \$25,000. grant approved by City Council.
- (ii) Information Report - Status of Hosting, Receptions and Related Accounts as at 1993 September 30th.
- (iii) Information Report - Status of unclassified Revenue and Expenditures as at 1993 September 30th.
- (iv) By-law - To authorize the levy of a special charge in respect of Barton Street East #1 Business Improvement Area.

E. SECRETARY, FINANCE AND ADMINISTRATION COMMITTEE

Information Items.

Thursday, 1993 October 21
9:30 o'clock a.m.
Room 233, City Hall

The Finance and Administration Committee met.

There were present: Alderman D. Ross, Chairperson
Mayor Robert M. Morrow
Alderman D. Drury
Alderman T. Cooke
Alderman T. Anderson
Alderman G. Copps
Alderman D. Agostino
Alderman V. Agro

A.

Regrets: Alderman B. Charters, Vice-Chairperson - Regional Business

Also present: J. Pavelka, Chief Administrative Officer
S. Hollowell, Acting City Clerk
J. Johnston, Commissioner of Human Resources
S. Dembe, Manager of Licencing Division, City Clerk's Office
A. Ross, Treasurer
R. Sabo, Law Department
D. Carson, Mayor's Office
K. Beattie, Grants Co-Ordinator, Treasury Department
D. Vyce, Director of Property
B. Underhill, Treasury Department
Fire Chief Baker
P. Hooker, Law Department
P. Lampman, Deputy Building Commissioner
J. Hindson, Director of Information Services
R. Hammel, Treasury Department
Susan K. Reeder, Secretary

A G E N D A

2. TAXICAB PRIORITY LIST

The Committee was in receipt of a report from the Secretary of the City of Hamilton Licencing Committee dated 1993 September 27, respecting the above noted matter. The Committee was also in receipt of a report from the Secretary of the Taxi Advisory Committee dated 1993 September 30, respecting the comments of the Taxi Advisory Committee with respect to the recommendation of the Licencing Committee.

The Committee was in receipt of a report from the City Solicitor dated 1993 September 29, containing the By-law to amend the Taxi-cab Priority List Procedures.

The Committee discussed the issue of closing the Taxi-cab Priority List.

The Committee then approved the following:

That Part 6 of Schedule 4 of By-law 93-069 respecting the Taxi-Cab Priority List be amended as follows:

- (a) That the Taxi-Cab Priority List be closed and no further applications for the addition of names to the list be accepted after 1993 October 26.

- (b) That any person currently on the Taxi-Cab Priority List who fails to renew by the September 30th deadline be permitted to pay a late renewal filing fee of \$100. up to December 31st of the same year.

Note: Alderman Copps opposed.

- (c) That the City Solicitor be authorized and directed to prepare the appropriate by-law.

The Committee agreed to receive the comments of the Taxi Advisory Committee in which they indicated that they are in support of Sub-Sections (b) and (c) above, but that they are not in support of Section (a), recommending that the Taxi-Cab Priority List be closed for the following reasons:

- (a) There are people in the industry, particularly in the brokerage offices, who are presently ineligible and anticipated that a future revision to the Taxi By-law and List would result in their eligibility. It was therefore felt to be unfair to close the List without their first having the opportunity for inclusion; and,
- (b) Difficulties were foreseen if the list were to be reopened in the future - how would the applicants be prioritized?

The Committee agreed to receive the above noted comments of the Taxi Advisory Committee.

The Committee agreed to approve the By-law to amend the Taxi-Cab Priority List Procedures contained within the report of the City Solicitor dated 1993 September 29, and approved that this By-law be forwarded to City Council for enactment.

5. CONSENT AGENDA

The Committee was in receipt of its Consent Agenda and approved the following:

A. MINUTES OF THE FINANCE AND ADMINISTRATION COMMITTEE

The Committee was in receipt of the minutes of its regular meeting held on Thursday, 1993 September 23rd and a special meeting held Tuesday, 1993 September 28. The Committee was also in receipt of the minutes of a special joint meeting of the City's Finance and Administration Committee and the Region's Administrative Services Committee and the Region's Finance Committee held Tuesday, 1993 September 21st. The Committee agreed to approve these minutes as circulated.

B. CITY SOLICITOR - By-law to authorize a West Mountain Bocce Program.

The Committee was in receipt of a report from the City Solicitor dated 1993 September 21, containing the above-noted By-law. The Committee approved that this Bill be forwarded to City Council for enactment.

C. FRENCH SUB-COMMITTEE - Appointment of member to the French Sub-Committee.

The Committee was in receipt of a report from the Secretary of the French Sub-Committee dated 1993 September 27, respecting the above noted matter.

The Committee approved the following:

That Michel Duvalsaint be appointed to the French Sub-Committee to fill the one citizen member vacancy created by the resignation of Stephane Drolet for a term to expire 1994 November 30.

D. TAXI ADVISORY COMMITTEE - Replacement of the Taxi Brokerage representative for Veterans Taxi on the Taxi Advisory Committee.

The Committee was in receipt of a report from the Secretary of the Taxi Advisory Committee dated 1993 September 23, respecting the above noted matter.

The Committee approved the following:

That Ronald VanKleef be appointed to replace Bob Esselment as the Taxi Brokerage Representative for Veterans Taxi on the Taxi Advisory Committee for a term to expire 1994 November 30.

E. CITY CLERK - Use of City Hall Facilities:

(i) Student Art Display - Allenby School Continuing Education Programme - Request to use the 2nd Floor Lobby from 1993 October 1 - 15.

The Committee was in receipt of a report from the City Clerk dated 1993 October 13, respecting the above noted matter and approved the following:

- (a) That approval be given to the request of Allenby School Continuing Education Programme to use the second floor lobby from 1993 October 1 - 15 for a Student Art Exhibit; and,
- (b) That the City Clerk be granted the authority to approve of a similar use in future years provided it does not interfere with any other activity.

(ii) St. Joseph's Hospital Run - Use of Forecourt - Sunday, 1993 October 24.

The Committee was in receipt of a report from the City Clerk dated 1993 October 13, respecting the above noted matter and approved the following:

- (a) That approval be given to the request of the St. Joseph's Hospital Race Committee to use the City Hall forecourt on Sunday, 1993 October 24 from 11:00 a.m. - 12:30 p.m. for a finishing point to the St. Joseph's Hospital Run; and,
- (b) That the City Clerk be granted the authority to approve of a similar use in future years provided it does not interfere with any other activity.

(iii) Community Carol Sing - Request from the Salvation Army to use the Forecourt Friday, 1993 December 17.

The Committee was in receipt of a report from the City Clerk dated 1993 October 14, respecting the above noted matter and approved the following:

- (a) That approval be given to the request of The Salvation Army to use the City Hall forecourt on Friday, 1993 December 10 from 7:00 - 9:00 p.m. for an outdoor Community Carol Sing; and,

- (b) That the City Clerk be granted the authority to approve of a similar use in future years provided it does not interfere with any other activity.
- (iv) Public Works Department's Waste Reduction Week - Request to set up a display under the staircase on the 1st Floor - 1993 October 4 - 12.

The Committee was in receipt of a report from the City Clerk dated 1993 October 13, respecting the above noted matter and approved the following:

- (a) That approval be given to the action taken by the City Clerk in authorizing the Public Works Department to set up a display under the staircase on the first floor from 1993 October 4 - 12 on the occasion of Waste Reduction Week; and,
- (b) That the City Clerk be granted the authority to approve of a similar use in future years provided it does not interfere with any other activity.

F. MANAGER OF PURCHASING - Supply and delivery of light fixtures for Commonwealth Square.

The Committee was in receipt of a report from the Manager of Purchasing dated 1993 October 6, respecting the above noted matter and approved the following:

- (a) That a purchase order be issued to Wesco Inc., Hamilton, in the amount of \$67,482.87, including all taxes, for the supply and delivery of Light Fixtures for Commonwealth Square, being the lowest of five quotations received in accordance with specifications issued by the Manager of Purchasing and Vendor's Quotation, and be financed through Sculpture Court, Commonwealth Square Account No. CF5200 319349008; and,
- (b) That, because delivery lead-time is 8-10 weeks, the above has been processed through the emergency procedures of the City of Hamilton Purchasing Policy, that states "An order can be placed upon the approval of two of the following: the Mayor, an appropriate Committee Chairman, the C.A.O. and that any action taken under this provision to be reported to the next regular meeting of City Council".

G. COMMISSIONER OF HUMAN RESOURCES - Appointments to and terminations from permanent positions with the Corporation of the City of Hamilton to 1993 October 13th.

The Committee was in receipt of a report from the Commissioner of Human Resources dated 1993 October 14, respecting the above noted matter and approved the following:

That the listing of Appointments To and Terminations From Permanent positions with the Corporation of the City of Hamilton to 1993 October 13, be approved.

H. TREASURER**(i) Funding - City's share of Allison Estates Phase I.**

The Committee was in receipt of a report from the Treasurer dated 1993 October 14, respecting the above noted matter and approved the following:

That as referred to in Section 18 of the Thirteenth Report for 1993 of the Transport and Environment Committee, the City's share of "Allison Estates - Phase 1" Servicing, at a cost of \$142,744.15, as previously approved under Item 12 of the Thirteenth Report of the Finance and Administration Committee adopted by Council 1993, June 29 be deleted and the new revised cost of \$186,454.94 be financed from Centre No. CH 00107 - "Reserve for Services Through Unsubdivided Lands".

(ii) Funding - Participation in the Children's International Winter Games.

The Committee was in receipt of a report from the Treasurer dated 1993 October 21, respecting the above noted matter and the Committee approved the following:

- (a) That as referred to in Section 5 of the Seventeenth Report for 1993 of the Parks and Recreation Committee, the City's contribution in the amount of \$6,000. to participate in the 1994 Childrens' International Winter Games to be held in Ravne Na Koroskem, Slovenia, 1994 February 11-13, be financed from the Reserve for Hosting of Conferences with Municipal Subject Content Account No. CH 00126; and,
- (b) That the surplus funds (approximately \$8,000.) from the 1993 participation in the Childrens' International Games within Recreation Centre Account No. CH 70002 be transferred to the Reserve for Hosting of Conferences with Municipal Subject Content Account No. CH 00126.

(iii) Funding - Hosting the Children's International Summer Games.

The Committee was in receipt of a report from the Treasurer dated 1993 October 21, respecting the above noted matter and approved the following:

That as referred to in Section 6 of the Seventeenth Report for 1993 of the Parks and Recreation Committee, the City's contribution in the amount of \$114,000. to Host the 1994 Childrens' International Summer Games be financed as follows:

- (a) \$50,000. to be provided within the Recreation 1994 Budget Account No. CH 5xxx 70002, the same provision as in the 1993 Recreation Budget; and,
- (b) \$64,000. from the Reserve for Hosting of Conferences with Municipal Subject Content Account No. CH 00126.

(iv) Financing of settlement of expropriation - part of 1477 Upper James Street - Albert Boxinbaum.

The Committee was in receipt of a report from the Treasurer dated 1993 October 14, respecting the above noted matter and approved the following:

That as referred to in Section 20 of the Thirteenth Report for 1993 of the Transport and Environment Committee, the outstanding balance of the final settlement of expropriation, part of 1477 Upper James Street - Albert Boxinbaum, in the amount of \$408,850. be financed from Centre No. CH 00107 - "Reserve for Services Through Unsubdivided Lands up to an amount of \$238,000. and the balance of \$170,850. be financed from Centre No. CH 00203 Reserve for Capital Projects.

I. HAMILTON STATUS OF WOMEN SUB-COMMITTEE - Appointment of members to fill vacancies.

The Committee was in receipt of a report from the Secretary of the Hamilton Status of Women Sub-Committee dated 1993 October 6, respecting the above noted matter.

The Committee approved the following:

That the Selection Committee take appropriate action to fill the two citizen member vacancies on the Hamilton Status of Women Sub-Committee created by the resignations of Angie Armstrong and Jean Blackmore.

J. SECRETARY, FINANCE AND ADMINISTRATION COMMITTEE - Information Items.

The Committee was in receipt of a report from the Secretary of the Finance and Administration Committee dated 1993 October 14, respecting the above noted matter.

The Committee approved the following:

That the following Information Items, which have been previously forwarded to members of the Committee under separate cover, be received for information purposes:

- (a) Minutes - Advisory Committee on Equitable Representation on Committees/Boards/Commissions - meeting held 1992 September 16th.
- (b) Correspondence - Wards 1,2,3, The Church of Jesus Christ of Latter-Day Saints - respecting the observance of Halloween.
- (c) Minutes - Hamilton Farmers ' Market Sub-Committee - meeting held 1993 July 2nd.
- (d) Minutes - Hamilton Status of Women Sub-Committee - meeting held 1993 August 9th.
- (e) Minutes - English Language Sub-Committee - meeting held 1993 May 18th
- (f) Correspondence - Federation of Canadian Municipalities - "Federal Election '93 - Call to Action - A tool kit for municipal leaders".
- (g) Correspondence - John Syko, Chairman, Hamilton Public Library Board - respecting the Board's decision to maintain hours of service.
- (h) Correspondence - Mayor June Rowlands, City of Toronto - Request to participate in the provision of funds in support of Energy Probe's efforts - letter dated 1993 October 5th

- (i) Correspondence - Viviane Swann, Resolutions Policy Analyst, Federation of Canadian Municipalities - request for resolutions for consideration at the 1993 December meeting of the FCM National Board of Directors
- (j) Information Report - City Solicitor - Recent Supreme Court of Canada decision in Ramsden vs The Corporation of the City of Peterborough and its effect on the City of Hamilton Streets By-law.
- (k) Minutes of the meeting of the Keep Hamilton Clean Committee held 1993 September 1st.
- (l) Minutes of the French Sub-Committee meeting held 1993 June 25th
- (m) Correspondence - Mayor Jacquelin Holzman, City of Ottawa - Condemning the federal government's decision to eliminate the mainline Department of Multiculturalism and Citizenship, and its transferral of immigration policy to the new Department of Public Security - letter dated 1993 September 28th.
- (n) Correspondence - Mayor Ben Franklin, City of Nepean - opposition to Bill 77 - An Act to Amend Certain Acts related to the Regional Municipality of Ottawa-Carleton - letter dated 1993 September 29th.

6. DIRECTOR OF PROPERTY - Purchase of property at 195 Rebecca Street by Mintz Catering Limited, In Trust to a Company to be Incorporated and Without Personal Liability.

The Committee was in receipt of a report from the Director of Property dated 1993 October 14, respecting the above noted matter.

The Committee approved the following:

- (a) That an Offer to Purchase, executed by Mintz Catering Limited., In Trust to a Company to be Incorporated and Without Personal Liability (Max Mintz, President), on 1993 October 13, and scheduled to close on or before 1993 December 14, for the purchase of part of Lot 71, Plan 36, having a frontage along the northerly limit of Rebecca Street of 44.08 feet (13.43 metres) by a depth of 110 feet (33.53 metres) more or less, together with building erected thereon, bearing municipal number 195 Rebecca Street, as shown on Plan NS-2150 Surveys, be approved and completed and the funds derived from this sale of \$147,000. be credited to Account No. CH 4X501 00102 (Sale of Land - Reserve for Property Purchases); and,
- (b) That a certified deposit cheque in the amount of \$14,700. be held by the City Treasurer pending approval of this transaction; and,
- (c) That the Corporation of the City of Hamilton, upon acceptance of this Offer to Purchase, and subject to the transaction being closed and completed, agrees to pay a commission of \$6,880. (5% of first \$100,000., 4% on the balance) to Glen Easson, Glen Easson Real Estate Ltd.; and,
- (d) That the Mayor and City Clerk be authorized and directed to execute the necessary documents.

7. HAMILTON FARMERS' MARKET SUB-COMMITTEE - Lighting/Environmental Conditions at Hamilton Farmers' Market.

The Committee was in receipt of a report from the Secretary of the Hamilton Farmers' Market Sub-Committee dated 1993 October 18, respecting the above noted matter.

Alderman Agostino spoke to this issue and expressed concerns that the original recommendation from the Hamilton Farmers' Market Sub-Committee contained a Sub-section (c), respecting a request that the savings realized from the revised lighting system be put back into the Hamilton Farmers' Market Budget to offset the projected 2.5% increase in Stallholders' rates, as a result of the increased ventilation costs in the Summer months.

Discussion ensued with respect to this, and it was indicated by both the Chairperson and the Secretary of the Committee that at the Agenda Review meeting it was agreed that the above noted matter had already been considered when the issue of air-conditioning had been discussed at the meeting of the Committee. In accordance with procedure it was deemed that the issue of lighting had already been heard by the Committee.

Following further discussion on this matter, the Committee agreed that they would consider the original recommendation and discuss the lighting system.

Following this discussion the Committee approved the following:

- (a) That the Director of Property and Manager of Purchasing be directed to prepare tender documents for the installation of an economic energy efficient lighting system at the Hamilton Farmers' Market; and,
- (b) That these tenders be reviewed with the Hamilton Farmers' Market Sub-Committee before final presentation to the Finance and Administration Committee.

A motion was placed on the floor for the following:

That approximately \$12,000. of the estimated \$16,500. annual savings resulting from this revised lighting system be put back into the Hamilton Farmers' Market Budget to offset the projected 2.5% increases in Stallholders' rates, as a result of increased ventilation costs in the Summer months.

RECORDED VOTE:

YEAS: Alderman Agostino

NAYS: Alderman Ross, Drury, Cooke, Anderson, Copps

MOTION LOST

ADDED - CHIEF ADMINISTRATIVE OFFICER - HAMILTON FARMERS' MARKET

The Committee was in receipt of an added report from the Chief Administrative Officer dated 1993 October 20, respecting the Hamilton Farmers' Market.

The Committee approved the following:

That the City Clerk in consultation with the Farmers' Market Sub-Committee be requested to prepare a plan on how to balance the revenues and the operating expenditures for the Hamilton Farmers' Market so that the operation of this facility will have no impact on the Tax Levy.

It was also agreed at this meeting that such a plan could be scaled over a two or three year span of leading to self-sufficiency, in order to minimize the impact on the Stallholders' fees.

8. **NEW TASK FORCE ON GRANTS - Report back - Recommendations of the New Task Force on Grants.**

The Committee was in receipt of a report from the Secretary of the New Task Force on Grants dated 1993 October 18, respecting the above noted matter.

The Committee approved the following:

- (a) That 5% of the total grant budget allocation be reserved for grants for "special projects" for groups that have not previously received funding; and,
- (b) That Sub-section (f) of Section 4 of the General Grants Policy respecting the processing of grant applications be amended to limit the grant amount to a maximum of 20% of the applicant's total operating budget, after the initial year of an approved grant; and,
- (c) That the General Grants Policy be amended to allow for only those groups who have never received funding to be invited to make a verbal presentation to the Committee of the Whole, and that all other groups be allowed to make written presentations; and,
- (d) That the previous year's growth of assessment be taken into consideration in setting the amount of the grant allocation; and,
- (e) That Sub-section 4 of Section 2 of the General Grants Policy respecting Categories be deleted; and,
- (f) That the Christmas Lighting Program and the Fire Department Band be moved from the Committed Grants allocation to the General Grants process; and,
- (g) That the Arts Advisory Sub-Committee and the Sports Council discontinue providing comments on the grant applications, and that the Committee of the Whole rely on its staff to provide comment as required.

Note: Alderman Anderson opposed.

9. **TREASURER - Request for proposal - C18-03-93 - Broker of Record including Risk Management Services and Property/Casualty Insurance Coverage.**

The Committee was in receipt of a report from the Treasurer dated 1993 October 12, respecting the above noted matter.

Mr. Bob Underhill of the Treasury Department and the Consultant, Mr. Peter Armour, from Armour Riley Inc., and Allan Ross, Treasurer, spoke to the Committee with respect to the above noted proposal.

Considerable discussion then ensued amongst the Committee members on the recommendation to appoint insurers for property and casualty who are located in Toronto, rather than the third Company who quoted - Dalton Insurance Brokers Ltd. of Hamilton. It was indicated that the savings to the Corporation with the new Brokers will be approximately \$116,000. per year.

As well, Allan Ross indicated to the Committee that the staff recommendation is recommending a \$500,000. deductible for Primary Liability Insurance rather than the \$100,000. deductible recommended by the Consultant.

The Committee then approved the following:

- (a) That the following be appointed as the City's Insurance Brokers of Record for a three year term from 1993 December 1 to 1996 December 1, (subject to annual review by the Treasurer) with an option to renew for each of the subsequent two years:
 - (i) Property Insurance - Alexander & Alexander Reed Stenhouse
 - (ii) Casualty Insurance - Johnson & Higgins Ltd.;
- (b) That the Treasurer be authorized to purchase insurance coverage for the term 1993 December 1 to 1994 December 1 at, a estimated cost of \$518,405., plus applicable sales taxes; and,
- (c) That the Treasurer be authorized to issue specifications, obtain premium quotes and purchase other classes of insurance not included in the accepted proposals of the appointed brokers, i. e: crime, directors and officers liability, association liability, etc.; and,
- (d) That the following significant factors be implemented within the recommended insurance program:
 - (i) Increase Primary and Umbrella (Excess) Liability Coverage from \$14 million to \$25 million;
 - (ii) Reduce the deductible on the Primary Liability Insurance from \$3 million to \$500,000.;
 - (iii) Retain the \$100,000. deductible on Property Insurance;
 - (iv) Retain the \$100,000. deductible on Automobile Insurance for the Liability section and increase the deductible on the All Perils section to \$250,000.;
- (e) That the Treasurer be authorized to negotiate and finalize an amount of payment to Armour Riley Inc. for extra work required of the consultant beyond the original terms of reference.

Note: Alderman Agostino and Mayor Morrow opposed.

DELEGATION - 10:30 O'CLOCK A.M.

3. Delegation - 100th Anniversary - Around the Bay Road Race Grant Request.

Mr. Peter Rhodes of the Around the Bay Road Race organization was in attendance to speak to the Committee with respect to his written grant application requesting an amount of \$25,000. from the City to assist in celebrating its 100th Anniversary.

General discussion ensued on this grant application which would come from 1994 funds and the Committee approved the following:

- (a) That the grant request from the Around the Bay Road Race organizers for \$25,000. to promote the 100th anniversary of the Race occurring in 1994, be approved; and,
- (b) That the City Treasurer be directed to report back to the Finance and Administration Committee on the method of financing this 1994 expenditure from accounts separate from the City's grant budget.

DELEGATION - 10:45 O'CLOCK A.M.4. Complaint under the Development Charges Act - 190 Limeridge Road West - Clem Valery.

The Committee Chairperson advised the Committee that the Solicitor for Mr. Valery had advised that Mr. Valery was out of town and unable to attend the meeting, and as a result they requested a tabling of their Item. The Committee agreed to table this matter.

ADDED - DELEGATION - Hamilton Professional Firefighters Association

Mr. Ron Bowman, President, Mr. Don Skarratt and Mr. Larry Staples of the Hamilton Professional Firefighters Association were in attendance.

Alderman Ross indicated that all members of Council had received a letter from Larry Staples, Secretary of the Firefighters Association.

Mr. Don Skarratt of the Association spoke to the Committee and indicated that traditionally when Firefighters have retired the Union agreements which specifies that retirement may occur "on or before" a certain date have allowed the Firefighters to retire a few days earlier than the beginning of the month and that in this way the Firefighters are illegible to collect a monthly pay for the month he retires as well as a pension cheque for that month. Mr. Skarratt advised that since this is part of their Union agreement and was not addressed during Social Contract discussions, that this provision should still prevail.

Mr. John Johnston, Commissioner of Human Resources, confirmed that this traditional retirement practice was not addressed during Social Contract discussion, and that if the Corporation were to allow this practice to occur in the instance of Firefighters taking advantage of an early retirement offer from the City, that it would cost the H.M.R.R.F. Pension Fund an approximate \$125,000. to \$135,000.

The Firefighters Association countered that the funds for this additional cost would be derived from the Pension Fund which has a \$2 Million surplus at present. The Treasurer and the Commissioner of Human Resources responded by indicated that the H.M.R.R.F. Fund is a City responsibility and that at the end of the day when all retireres eligible under this programme have retired that the City is ultimately responsible for making up the shortfall that would result from allowing this practice to occur in the instance of the early retirement offer.

As a result of the presentations made by both the Commissioner of Human Resources, the City Treasurer and the Hamilton Firefighters Professional Association, the Committee agreed to take this matter under advisement and indicated that they would deliberate In-Camera on this personnel issue.

Note: Following the In-Camera Meeting of the Committee on this issue as well as a number of issues of a Private and Confidential nature, the Committee approved the following:

That the City's Early Retirement Offer to the Firefighters be effective 1993 November 1st, subject to acceptance by the Hamilton Professional Fire Fighters Association that the costs of an 1993 October 31st date be added to the Social Contract target.

ADDED - ALDERMAN AGOSTINO - Serial Killer Cards

The Committee was in receipt of a memorandum from Alderman Agostino dated 1993 October 21, respecting Serial Killer Cards. Some discussion ensued with respect to this matter, and the Committee approved the following:

- (a) That the City of Hamilton request that the new Minister of Revenue take all necessary steps to prohibit the entry into Canada of Trading Cards describing the murders of Leslie Mahaffey and Kristen French; and,
- (b) That the City Solicitor and the City Clerk be directed to examine the following options of controlling or banning the sale of these cards in the City of Hamilton and report back to the Finance and Administration Committee's 1993 November 4th meeting:
 - (i) Do these cards fit under the hate, crime category and be banned on this basis?
 - (ii) To examine the exclusion of the sale of these cards under the current licensing of Variety and Convenience Stores;
 - (iii) To examine the possibility of a special license similar to tobacco products to sell these trading cards and that the annual license fee be set at \$2,000.

I. **MAYOR ROBERT M. MORROW - FCM Campaign Strategy/Other Federal Issues/Report on Monterrey, Mexico Twinning**

The Committee was in receipt of information forwarded to them from the Mayor from FCM respecting its encouragement that municipalities undertake active lobbying of their Federal candidates on a number of issues of concern to municipalities.

Mayor Morrow spoke to this documentation and said that there are a number of issues of importance to Hamilton that members of Council should be pressing Federal candidates on.

Mayor Morrow also reported on the Monterrey, Mexico Twinning. He reported very enthusiastically that this was a very successful trip and passed around a number of photographs of the twinning activities and spoke to members of the Committee with respect to a number of business deals that had been made by Groups such as Magic Pantry, and Joe Eng. Engineering. Mayor Morrow summarized that Monterrey, Mexico is a Steel, Brewery, Auto and Education Centre and indicated that it has many unique trading opportunities for Hamilton, and urged other members of Council to take advantage of an opportunity to go to visit Monterrey, Mexico.

10. **PRIVATE AND CONFIDENTIAL AGENDA**

The Committee then moved In-Camera to discuss matters of a Private and Confidential nature.

The Committee then moved back into Regular Session and approved the following:

AA. CITY SOLICITOR AND DIRECTOR OF PUBLIC WORKS - City of Hamilton -ats-
Marjorie Mills and Edgar Mills - Ontario Court (General Division) Action No.
38464/92.

That the City of Hamilton offer to settle Ontario Court (General Division)
Action No. 38464/92 on the following terms:

- (a) That the City pay to the Plaintiffs Marjorie Mills and Edgar Mills, the sum of \$2,500., inclusive of all damages, interests and costs; and,
- (b) That the Plaintiffs be required to execute a Full and Final Release of the City of Hamilton is a form satisfactory to the City Solicitor; and,
- (c) That the Plaintiffs provide an order dismissing the action without costs.

ADDED - CITY CLERK - Extension of Hours - Liquor Licence - Scotsman Pub, 96 George Street.

The Committee was in receipt of the above noted added report dated 1993 October 20.

The Committee approved the following:

That the Liquor Licence Board of Ontario be advised that the City of Hamilton has no objection to the hours of the sale of liquor being extended by one hour earlier to start at 10:00 o'clock a.m. for the Scotsman Pub at 96 George Street for the purpose of serving its clientele during the viewing of live coverage of soccer sporting events via satellite on the following dates:

Sunday, 1993 October 24th/Saturday, 1993 October 30th/Saturday,
1993 November 20th/ Saturday, 1993 December 11th/ Saturday, 1993
December 27th/ Saturday, 1994 January 1st/ Saturday, 1994 January
15th/ Saturday, 1994 January 22nd/ Saturday, 1994 February
5th/Saturday, 1994 February 12th/ Saturday, 1994 March 5th/Saturday,
1994 March 26th/Saturday, 1994 April 2nd/Saturday, 1994 April
9th/Saturday, 1994 April 23rd/Saturday, 1994 April 30th/Saturday,
1994 May 14th.

12. ADJOURNMENT

There being no further business, the meeting then adjourned.

Taken as read and approved,

ALDERMAN D. ROSS, CHAIRPERSON
FINANCE AND ADMINISTRATION COMMITTEE

Susan K. Reeder
Secretary
1993 October 21

B

OFFICE OF THE CITY CLERK

MEMORANDUM

TO: Susan K. Reeder, Secretary
Finance and Administration Committee

YOUR FILE:

FROM: S. G. Hollowell
Acting City Clerk

OUR FILE:
PHONE: 546-4645

SUBJECT: By-law to Authorize West Mountain
Bocce Program.

DATE: 1993 October 28

Subjoined for your information and appropriate action is a copy of Section 24.(b) of the Twentieth Report of the Finance and Administration Committee which was referred back by City Council at its meeting held 1993 October 26 for further review:

"24. (b) Bill H-58 A By-law to Authorize West Mountain Bocce Program."

S. G. Hollowell

SGH/dbm

c.c.- Council File

CITY OF HAMILTON
- RECOMMENDATION -

C.

DATE: 1993 November 1

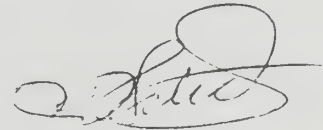
REPORT TO: Mrs. Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Mr. J. J. Schatz
City Clerk

SUBJECT: Use of the name "Hamilton" - Hamilton Sports Council

RECOMMENDATION:

That City Council consent to the use of the name "Hamilton" in the proposed incorporation of the "Hamilton Sports Council"



FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

The Hamilton Sports Council is requesting authorization to use the name "Hamilton" for the purpose of incorporation.

The Hamilton Sports Council was formed in 1988 by the City's Department of Culture and Recreation. Its purpose is to promote, educate and recognize those in amateur sport while acting as a single voice for sport on city related issues. In this regard, the Hamilton Sports Council reports to the Department of Culture and Recreation.

City Council's approval of the use of the name "Hamilton" is required by the Ministry of Consumer and Corporate Affairs.

SKR

D.
(i)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: October 29, 1993

REPORT TO: Susan Reeder, Secretary
Finance and Administration Committee

FROM: Allan C. Ross
Treasurer

SUBJECT: FINANCING - AROUND THE BAY ROAD RACE
GRANT OF \$25,000

RECOMMENDATION:

That the grant for the Around the Bay Road Race to promote the 100th Anniversary of the race in the amount of \$25,000 as approved by City Council October 26, 1993, be financed from the Reserve for Contingency Centre # CH 00115.



Allan C. Ross, Treasurer

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

The recommendation of the grant approved by City Council October 26 requested that the funds be financed outside of the grants budget. The reserve account has sufficient funds to offset this 1994 expenditure.

BACKGROUND:

The grant for the Around the Bay Road Race was approved at the last Finance and Administration Committee meeting and subsequent City Council of October 26, 1993. The request for financing directed that this amount should not be financed from within the 1994 Grants Budget. An alternative source of financing is the Reserve for Contingency which is what is recommended.

"Copy sent to J. Thompson, Manager, Legislative Division,
City Clerks Department; S. Glover, Legislative Assistant,
City Clerks Department and Greg Maychak, Co-Ordinator of Programming,
Culture and Recreation Department - 1993 October 27th".

CITY OF HAMILTON

- INFORMATION -

D.
(ii)

DATE: 1993 October 26

REPORT TO: Susan Reeder, Secretary
Finance and Administration Committee

FROM: Allan C. Ross
Treasurer

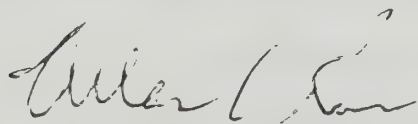
SUBJECT: Status of Hosting, Receptions and Related Accounts as at
September 30, 1993

BACKGROUND:

Attached are the following analyses of accounts related to hostings and receptions as at
September 30, 1993.

<u>for the year ended 1992</u>			<u>to September 30, 1993</u>		
<u>Budget</u>	<u>Actual</u>	<u>Description</u>	<u>Budget</u>	<u>Amount Spent & Committed</u>	<u>Balance Available</u>
\$16,000.00	\$17,354.37	Hosting of Conferences with Municipal Subject Content	\$16,000.00	\$16,000.00	\$ 0.00
10,000.00	9,483.69	Receptions - City Hall	10,000.00	4,032.33	5,967.67
40,000.00	32,177.46	Special Civic Receptions and Delegation Hosting	40,000.00	42,703.30	(2,703.30)
15,000.00	20,968.74	Civic Pins, Medals and Rings	15,000.00	15,636.43	(636.43)
<u>3,910.00</u>	<u>7,622.00</u>	Use of City Hall	<u>7,620.00</u>	<u>4,191.90</u>	<u>3,428.10</u>
		- Outside Groups			
<u>\$84,910.00</u>	<u>\$87,606.26</u>		<u>\$88,620.00</u>	<u>\$82,563.96</u>	<u>\$ 6,056.04</u>

These accounts are forwarded to this Committee on a monthly basis for the information of the members.



KL:kl
Attach.

City of Hamilton
HOSTING OF CONFERENCES WITH MUNICIPAL SUBJECT CONTENT
Account CH 55307 80040
for the period ended September 30, 1993

COUNCIL MEETING	DESCRIPTION	AMOUNT \$	TOTAL \$
-----	-----	-----	-----
93/10/26	Transfer to reserve to offset cost of hosting of 1994 Children's International Games	16,000.00	

	Total Actual Expended and Committed to date		16,000.00
	LESS: Appropriation		16,000.00

	Balance Available		0.00
			=====

City of Hamilton
 RECEPTIONS – CITY HALL
 Account CH 55313 84010
 for the period ended September 30, 1993

DATE	DESCRIPTION	AMOUNT \$
93/01/28	Mayor's Office	58.16
93/02/05	125 Medal Presentation	53.28
93/02/15	Black History Month Proclamation	25.30
93/02/16	Visit of General from France	27.59
93/03/03	Mayor's Office	7.77
93/03/12	World Day of Prayer	137.09
93/03/31	Mayor's Office	15.54
93/04/01	Delegation from Canton China	7.77
93/04/08	Birmingham Divisional Youth Band	300.70
93/04/14	Mayor's Office	22.87
93/04/20	Visit of Honorable A. Pilkey	18.97
93/04/21	Gordon Price Elementary Students	39.68
93/04/28	Premier's Visit	209.84
93/04/28	Labour Council Day of Mourning	278.28
93/05/01	Canadian Polish Congress	410.70
93/05/02	Max Rothman Humanitarian Awards	542.79
93/05/16	Secondary School Oratorical Final	102.01
93/05/17	High School of Japan	131.54
93/05/19	Shrine Proclamation	37.41
93/05/25	Mayor's Office	74.93
93/05/28	Boy Scout	7.33
93/05/30	Father Burns High School – Oratorical	80.03
93/06/02	PBX Proclamation	15.10
93/06/05	Lusofest	251.58
93/06/07	Mayor's Office	15.54
93/06/15	Mayor's Office	16.21
93/06/18	Mayor's Office	15.54
93/06/23	Boris Brott Summer Music Festival	227.41
93/06/28	Mayor's Office	12.10
93/07/05	Mayor's Office	11.66
93/07/20	Fukoyama High School Students	535.67
93/07/22	Japanese Delegation	74.37
93/07/26	World Judo Meeting	15.54
93/07/27	Nelom Fukushi University Students	33.30
93/08/08	Hroshuma – Nagasaki Memorial	92.63
93/08/12	Visit of Captain from USS Boulder	15.10
93/08/14	Pakistan Independence Day	111.00
Total Actual Expended to Date		4,032.33
LESS: Appropriation		10,000.00
Balance Available		5,967.67

City of Hamilton
SPECIAL CIVIC RECEPTIONS AND DELEGATION HOSTING
Account CH 55314 84010
for the Period Ended September 30, 1993

COUNCIL MEETING	DESCRIPTION	AMOUNT \$	TOTAL \$
93/01/26	Hosting of Edmund C. Bovey Municipal Clinic and Ontario Regional Meeting – February 27,28, 1993	2,785.78	
–	Special Foreign Dignitaries Luncheon – April 16, 1993	1,749.00	
–	Premier's Visit – April 27, 1993	300.00	
93/04/28	The Canadian Country Music Association September 16 – 19, 1993	20,000.00	
–	International Italian Delegation visit from September 1992	320.55	
–	P.R.C. Ambassador – April 14, 1993	933.25	
–	Japan Delegation – May 27, 1993	487.98	
93/05/11	3rd Annual Steel City Senior Bowl – June 24, 1993	500.00	
–	Hamilton Ballet Youth Ensemble – June 6, 1993	500.00	
92/12/8	Hamilton Air Show – June 19, 1993	8,500.01	
–	Reception for the Tchaikovsky Conservatory – June 19, 1993	500.00	
–	Canusa – 200 Ti-Cat Football Tickets – August 6, 1993	1,000.00	
–	World University Soccer – July 6, 1993	4,232.99	
–	HSR Charters from Hamilton to Holy Spirit Retreat Centre July 8, 1993	283.50	
–	Sarasota Twin City Meeting – July 31, 1993	110.24	
93/06/29	Publication of a Commemorative Programme Book for the National Convention of Canadian Clubs – September 23–25, 1993	500.00	
	Total Expended		42,703.30
	LESS: Appropriation		40,000.00
	Balance Available		(2,703.30)

City of Hamilton
CIVIC PINS, MEDALS AND RINGS
Account CH 56126 84010
for the period ended September 30, 1993

DATE	DESCRIPTION	AMOUNT \$
-----		-----
93/01/15	2-GF Civic Champs pinette & 2 Boxes	57.43

	Total Actual Expended to Date	57.43
ADD: Commitments		
	Civic Awards outstanding from September 1991 to present	
	Jostens Canada – 300 Silver Pins with Velvet Boxes	4,779.00
	150 Solid Walnut Plaque – Engraved	10,800.00

	Adjusted Total	15,636.43
	LESS: Appropriation	15,000.00

	Balance Available	(636.43)
		=====

City of Hamilton
 USE OF CITY HALL – OUTSIDE GROUPS
 Account CH 55222 10034
 for the period ended September 30, 1993

DATE	DESCRIPTION	AMOUNT \$
-----	-----	-----
93/02/07	Caribbean Potpourri and Mundialization	469.86
93/03/07	Womens Centre of Hamilton	120.14
93/03/27	Labour Council	215.22
93/04/16	Heaven Piano Co. – Tuning Piano – 1st Floor	176.49
93/04/17	March For Jesus	64.57
93/04/24	Peace Run	67.58
93/04/25	Ride To Beat Cancer	229.63
93/04/28	Sound System for "Day of Mourning"	205.35
93/05/02	Polish Congress Celebration	96.91
93/05/02	Max Rothman Awards	283.29
93/05/09	Royal Canadian Legion Convention – Reviewing Stand	346.00
93/05/16	High School Oratorical Contests	234.96
93/05/16	Hamilton Aids Network	240.27
93/05/22	Property & Maintenance Overtime	90.10
93/05/29	Boy Scout Parade – Reviewing Stand	649.22
93/06/05	Luso Canadian Council	222.00
93/06/19	Dad's Day	67.58
93/06/19	Racalmutese Religious Festival	326.99
93/09/30	Heaven Piano Co.	85.47

	Total Actual Expended to Date	4,191.90

	LESS: Appropriation	7,620.00

	Balance Available	3,428.10
		=====

CITY OF HAMILTON
- INFORMATION -

D.
(iii)

DATE: 1993 October 26

REPORT TO: Susan Reeder, Secretary
Finance and Administration Committee

FROM: Allan C. Ross
Treasurer

SUBJECT: Status of Unclassified Revenue and Expenditures as at
September 30, 1993

BACKGROUND:

Attached are the analyses of the Unclassified Revenue account and the Unclassified Expenditures account as at September 30, 1993.

<u>for the year ended 1992</u>		<u>Description</u>	<u>Budget</u>	<u>Actual to date</u>	<u>Balance Available (to come)</u>
<u>Budget</u>	<u>Actual</u>				
\$(50,000.00)	\$ (67,967.52)	Unclassified Revenue	\$(50,000.00)	\$(7,660.76)	\$(42,339.24)
65,000.00	75,583.18	Unclassified Expenditures	70,100.00	55,250.07	14,849.93

It should be noted that the Unclassified Expenditures 1993 budget was increased by \$5,100.00 over 1992, to \$70,100.00, due to a transfer from operating accounts for various agencies' meetings.

These accounts are forwarded to this Committee on a monthly basis for the information of the members.

Allan C. Ross

KL:kl
Attachment

CITY OF HAMILTON
TREASURY

UNCLASSIFIED REVENUE
AS AT SEPTEMBER 30, 1993

CENTRE NUMBER:CH 24201

Appropriation: \$ 50,000.00

COMMISSIONS:

Bell Telephone	4,761.22
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SALES:

Photocopier Revenue	2.30
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MISCELLANEOUS:

Cheques Written Off/Reinstated	693.70
Witness Fees	298.00
Sales Tax	226.02
Other Revenues	1,679.52

Total Revenue To Date	7,660.76
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Less: Appropriation	50,000.00
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Balance Available (To Come)	(42,339.24)
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CITY OF HAMILTON
TREASURY

UNCLASSIFIED EXPENDITURES
AS AT SEPTEMBER 30, 1993

Centre Number: CH 24210

Appropriation: \$ 70,100.00

LUNCHEONS, DINNERS, SANDWICHES, COFFEES, ETC.

City Council	2,244.51
Finance and Administration Committee	2,269.29
Parks and Recreation Committee	1,255.56
Planning and Development Committee	802.66
Transport and Environment Committee	998.03
Crystal Palace Subcommittee	315.25
Hamilton Historical Board	981.64
Citizen Advisory	718.16
Urban Design Subcommittee	365.43
Committee of Adjustment	499.51
Sesquicentennial Celebration Committee	56.56
CAIP Subcommittee	77.93
L.A.C.A.C.	1,221.80
License Subcommittee	520.65
Farmers Market Subcommittee	542.72
English Subcommittee	74.15
French Subcommittee	435.35
Taxi Advisory Committee	277.89
Insurance Advisory Subcommittee	147.45
Property Standards Subcommittee	24.20
Current Budget Subcommittee	142.48
Football Hall of Fame	1,288.72
Management Team	1,773.48
Canusa Games Committee	795.67
Civic Charity Committee	32.65
Hamilton Arts Award	1,898.50

Total Committee Expenditures

19,760.24

Continued on Page 2

CITY OF HAMILTON
TREASURY

UNCLASSIFIED EXPENDITURES
AS AT SEPTEMBER 30, 1993

MISCELLANEOUS

Collection Agency Fees	475.24
Bell Telephone – Misc.	18.00
Flowers & Wreaths	246.97
Parking and Cab expenses	164.00
Hydro Charges – Road Sign	138.16
C.N.R. & C.P.R. Realty Tax	1,165.48
Corporate Challenge	2,615.03
ISC Paper Recycling Canada	6,449.86
Blast–Off for United Way	24.72
Student Visit – Nancy, France	3,640.99
Francophone Association Membership	700.00
Great Lakes–Int. Joint Committee	5,462.00
City Hall Open House	150.00
Room rentals and meeting expenses – Various Boards	4,581.45
– Assessment Review Board	4,375.00
– Management Team	2,059.81
– Committee of the Whole	3,210.42
Miscellaneous	12.40
Total Miscellaneous Expenditures	35,489.83
Total Expenditures	55,250.07
Less: Appropriation	70,100.00
Balance Available	14,849.93

CITY OF HAMILTON
- RECOMMENDATION -

D.
(iv)

DATE: 1993 October 27

REPORT TO: Mrs. Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Mr. Allan C. Ross
Treasurer

SUBJECT: Business Improvement Area By-law

RECOMMENDATION:

That the 1993 levy by-law for the Barton General Business Improvement Area in the City of Hamilton be approved in the amount of \$5,000.00.


Allan C. Ross, Treasurer

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

To raise operating funds for 1993 as required by the Board of Management for this Business Improvement Area.

BACKGROUND:

This millrate is set in accordance with the Business Improvement Area Budget as approved by City Council in 1993. Any uncollected levies for the respective area from prior years will be deducted from the amounts transferred to the board.

The Corporation of the City of Hamilton

BY-LAW NO. 93-

To Authorize:

The Levy of a Special Charge

In Respect of:

BARTON STREET EAST #1 BUSINESS IMPROVEMENT AREA

GENERALLY COVERING BOTH SIDES OF BARTON STREET FROM THE WEST
SIDE OF WELLINGTON STREET TO THE EAST SIDE OF WENTWORTH STREET

WHEREAS subsection 220(17) of the Municipal Act, R.S.O. 1990, Chapter M-45, provides that the Council may levy a special charge for the purposes of the Board of Management of an Improvement Area.

(17) Subject to such maximum and minimum charges as the Council may specify by by-law, the Council shall in each year levy a special charge upon persons in the area assessed for business assessment sufficient to provide a sum equal to the sum of money provided for the purposes of the Board of Management for that area, together with interest thereon at such rate as is required to repay any interest payable by the municipality on the whole or any part of such sum, which shall be borne and paid by such persons in the proportion that the assessed value of the real property that is used as the basis for computing the business assessment of each of such persons bears to the assessed value of all the real property in the area used as the basis for computing business assessment.

AND WHEREAS the Council of the City of Hamilton in adopting Section 12 of the Twelfth Report of the Planning and Development Committee on July 27, 1993 approved the amount of \$5,000.00 for 1993, for the purpose of the Board of Management of the Business Improvement Area designated by By-law No. 87-178.

AND WHEREAS it is intended that a special charge be levied in accordance with subsection 220(17) of the Municipal Act.

NOW THEREFORE the Council of The Corporation of the City of Hamilton enacts as follows:

1. There is hereby levied a special charge upon persons in the Improvement Area assessed for business assessment calculated as set out in Schedule "A" hereto annexed and forming part of this by-law.

(2)

2. The special charge levied shall be sufficient to provide a sum equal to the sum of \$5,000.00 provided for the purposes of the Board of Management for the Improvement Area designated by By-law No. 87-308 together with interest, if any.

3. The special charge and interest shall be borne and paid by the persons referred to in Section 1, in the proportion that the assessed value of the real property that is used as the basis for computing the business assessment of each of such persons bears to the assessed value of all the real property in the area used as the basis for computing business assessment.

PASSED this day of A.D. 1993

CITY CLERK

MAYOR

SCHEDULE "A"

To By-law No.

1. Total assessed value of all the real property
in the area used as the basis for computing
business assessment. \$399,299.00
2. The Mill Rate for the special charge is calculated 12.5219
by:
 - a) dividing the approved estimates of the
Board of Management by
 - b) the total assessed value and
 - c) multiplying the result by 1,000
3. Approved estimate for 1993 \$5,000.00

E.

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1993 November 1

REPORT TO: Alderman D. Ross, Chairperson & Members
Finance and Administration Committee

FROM: Susan K. Reeder, Secretary
Finance and Administration Committee

SUBJECT: Information Items

RECOMMENDATION:

That the following Information Items, which have been previously forwarded to members of the Committee under separate cover, be received for information purposes:

- (a) Information Report - Treasurer - Results of Sales Tax Audit - dated 1993 October 25th
- (b) Minutes of the French Sub-Committee meeting held 1993 September 24th
- (c) Minutes of the Hamilton Status of Women Sub-Committee meeting held 1993 September 9th
- (d) Report - Real Estate Division of the Property Department Services to the Region for the third quarter of 1993 dated 1993 October 20th.
- (e) Minutes of the Taxi Advisory Committee meeting held 1993 June 15th
- (f) Correspondence - Henrietta Langran, World Court Project Co-Ordinator, Canadian Physicians for the Prevention of Nuclear War - request that the City of Hamilton endorse Toronto City Council's resolution in support of the World Court Project.
- (g) Correspondence - City Clerk, City of Gloucester - request for support of its resolution opposing Bill 77 which removes the Mayor's from the upper tier Council in a two tier local government system.
- (h) Correspondence - Deborah J. Tracogna, President, Society of Public Insurance Administrators of Ontario - request for support of its resolution opposing the 1993 Ontario budget and increased insurance costs.

Page Two

- (i) Correspondence - Louise Gartshore, Assistant Clerk, City of Woodstock - request for support of its resolution to request the Provincial Government to approve legislation that would provide for the assessment of undeveloped land on the same basis as developed land less buildings, dependent upon the market value of the lands in question, and not on the present use.
- (j) Correspondence - Ronald S. Gillespie, City Clerk, City of Etobicoke - request for support of its resolution opposing Bill 77 respecting the removal of Mayors from Regional Councils.
- (k) Correspondence - Ann Tuplin, Commissioner of Administrative Services, City of Sarnia - request for support of its resolution opposing the taxation of insurances and surtax on wages
- (l) Correspondence - L. J. Ayers, City Clerk, City of Waterloo - requesting support for its resolution respecting anti-racism.
- (m) Correspondence - Barbara Caplan, City Clerk, City of Toronto - requesting support for its resolution on the legality of nuclear weapons
- (n) Correspondence - Madeline Grimm, Council/Committee Co-ordinator, City of Cambridge - requesting support of its resolution in opposing to the Province's intention to discontinue the Ontario Home Renewal Program and recover unused funds from participating municipalities.
- (o) Information Report - Treasurer - Changes to the realty tax bills commencing in 1994 - report dated 1993 October 27th.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND;

The above-noted documents have been sent out to members of the Committee and the applicable staff for information purposes, and are being formally presented to the Committee in order to be officially received. Approval of this recommendation to receive these documents will ensure that the circulation procedure following for these matters is recorded.

/SKR

6.

CITY OF HAMILTON
- RECOMMENDATION -

DATE: October 27, 1993

REPORT TO: Susan K. Reeder, Secretary
Finance And Administration Committee

FROM: J.G. Pavelka, Chairman of Management Team and Management Team

SUBJECT: 1994 USER FEES

RECOMMENDATION:

- 1.) That the 1994 User Fees for the following Departments as outlined on Schedule 1, Committee of the Whole Agenda, dated October 26, 1993, be approved;
 - a) Clerks Department - pages 6 - 13
 - b) Fire Department - page 14
 - c) Property Department - pages 22 - 27
 - d) Treasury Department - pages 54 - 55
- 2.) That the City Solicitor be authorized to prepare the necessary amending By-Laws to reflect the changes;
- 3.) That the following criteria for user fees be adopted;
 - a) User fees must be in agreement with the stated objectives of the City of Hamilton Strategic Plan as approved by City Council.
 - b) User fees should apply only to services accessed by an identifiable segment of the community and not be excessive so as to prevent reasonable access to the services.
 - c) User fees should fairly reflect the cost of providing the service and identify levels of subsidy by tax levy.
 - d) User fees are appropriate for services which expedite pending action and for services provided by the City as a result of downloading or a requirement of another level of government.
 - e) User fees are appropriate in order to regulate or control an activity.
 - f) User fees shall be reviewed on an annual basis.
- 4.) That the C.A.O. be authorized to prepare a "Request For Proposal For A Consultant To Review User Fee Policies and Practices of the City".

J.G. Pavelka

1993 October 27
Susan K. Reeder, Secretary
Finance And Administration Committee

Page 2 - continued ...

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Schedule 1, if approved, would result in an increase in revenues due to existing fees as adjusted for inflationary and other increases in the amount of \$361,060 and further revenue increases as a result of the new user fees in the amount of \$107,220. The resulting increase in revenue would affect the 1994 budget by a reduction of the mill rate by 0.4 %.

BACKGROUND:

As presented in the Overview of the 1994 Budgets at Committee of the Whole, October 26, 1993, one of the approaches of the 1994 Budget is the development of a consolidated user fee listing for all City departments. Both the existing fees and the proposed new fees have been developed as a result of the specific departments reviewing their respective fees. The Schedule of Consolidated User Fees was presented to the Committee of the Whole on October 26, 1993 as part of the planned process for the 1994 Current Budget deliberations, but was tabled and requested that the fees be presented to the respective Standing Committees for approval before coming back in a consolidated report to the Committee of the Whole.

Schedule 1 of the Committee of the Whole Agenda dated October 26, 1993, lists by department the proposed fee increases for 1994 along with comparable rates for 1993, and is further broken down into 1994 Fees For Approval, 1994 New Fees For Approval, and in some instances, 1994 Fees Not Requiring Council Approval. Additionally, some departments have provided a covering letter explaining their rates and fees.

In some cases other revenue issues will be addressed throughout the 1994 budget process as a result of restructuring plans being developed by departments.

The rates and fees being proposed are staff recommendations, after consideration of the above criteria as well as giving thought to users, "what the market will bear", and any other factors that play a role in the fee structure. It is the belief of Management Team that further in-depth analysis of rates and fees requires staff time that is currently unavailable, and therefore believe that only a consultant can provide a comprehensive analysis of the user fee structure of the City within acceptable time limits, given limited staff resources and competing demands.

It is possible that such a consultant can be retained on a "contingent fee basis" wherein there is no upfront cost to the Corporation but rather a predetermined percentage of any additional revenues would be paid out to the consultant at a future date.

Although departmental user fees are being presented on a consolidated basis with the majority of fees being implemented January 1, 1994, there are some rates and fees such as various Recreational fees that are seasonal and may require staggered implementation dates.

URBAN/MUNICIPAL

CA40NHBL AOS
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Urban/Municipal Librarian
Hamilton Public Library
2nd Floor



NOTICE OF MEETING

FINANCE AND ADMINISTRATION COMMITTEE

Thursday, 1993 November 25th

9:00 o'clock a.m.

Room 233, City Hall

URBAN M.

NOV 1993

GOVERNMENT DOCUMENTS

Susan K. Reeder
Susan K. Reeder
Secretary

PLEASE NOTE: 9:00 O'CLOCK A.M. START TIME

DELEGATIONS WILL BE HEARD AT 11:00 A.M.

A G E N D A

DELEGATIONS - 11:00 O'CLOCK A.M.

1. Manfred Rudolf, Solicitor, Turkstra, Garrod, Hodgson - on behalf of the owners of 229 Kenilworth Avenue North - request for reconsideration of City Council's decision to remove the property at 229 Kenilworth Avenue North from eligibility for an adult entertainment parlour licence.

9:00 O'CLOCK A.M.

2. PRIVATE AND CONFIDENTIAL AGENDA
3. CONSENT AGENDA
4. REFERRAL FROM CITY COUNCIL

Correspondence - Hamilton Hurricanes - request for a grant.

- (a) Information Report - Grants Co-Ordinator.

5. REFERRAL FROM REGIONAL COUNCIL

Comprehensive Audit - Information Systems Department.

- (a) Recommendation - Chief Administrative Officer and Director of Information Systems.

6. DIRECTOR OF INFORMATION SYSTEMS

- (a) Payment of 1994 Dunn and Bradstreet Software Maintenance Invoice.
- (b) Supplier for Microcomputer Workstations.
- (c) Leasing Supplier for Microcomputer Workstations.

7. DIRECTOR OF PROPERTY

Commonwealth Square - Sign and Possible Name Change.

8. CITY CLERK

- (a) Votamatic Election System.
- (b) Lottery Licensing.
 - (i) City Solicitor - New Lottery Licence By-law.
- (c) Resolution - Solicitation at Accident Scenes.
- (d) Transportation of Persons with special needs and preschool transportation services.
 - (i) City Solicitor By-law. (copy to follow)

9. TAXI ADVISORY COMMITTEE

Wheelchair Accessible Integrated Taxicab Licences.

10. SINGLE TIER ADMINISTRATION REVIEW STEERING COMMITTEE

(Report to follow)

11. TREASURER AND DIRECTOR OF PROPERTY

Funding of Capital Building Projects - Capitalization of Architectural Division costs.

12. TREASURER AND DIRECTOR OF PUBLIC WORKS

Replacement of Equipment - 1994.

13. COMMISSIONER OF HUMAN RESOURCES

Employment Equity.

14. OTHER BUSINESS

15. ADJOURNMENT

**OUTSTANDING ITEMS
FINANCE AND ADMINISTRATION COMMITTEE**

<u>ITEM</u>	<u>DATE REQUESTED</u>	<u>ACTION BY</u>
1. (a) Policy to exempt Parking Authority from realty and business tax.	1990 February 23 & 1990 March 22	Treasurer
(b) Examine feasibility of directing the net revenue from parking fines into the Reserve Account.	1990 March 22	Treasurer
2. Additional Proposed Development Charges Amendments.	1992 April 23	Building
3. City Hall Grounds Study - being reviewed by interest groups for input.	1993 January 21	Arts Co-Ordinator
4. Report - Partnership Agreements at the Hamilton Farmers' Market.	1993 January 21	City Solicitor
5. Report - Ad Hoc Committee on Tobacco Control Policy forwarded from Regional Council.	1993 February 18	City Clerk, Solicitor
6. Women's Safety Audit Project Report - Chief Administrative Officer to meet with the Status of Women Sub-Committee and staff and report back on the implementation procedures.	1993 March 25	Chief Administrative Officer
7. Report back on the issue of other municipalities which have discriminated against the hiring of the local construction industry due to restrictive policies.	1993 August 31	Chief Administrative Officer & City Solicitor
8. Report - Hamilton Firefighters Drum Corp. - request for a \$300,000. interest free loan.	1993 August 26	Chief Administrative Officer
9. Report back - Discussions with Junior Achievement on negotiations on rental rate for space in the Upper Wentworth Composite Building.	1993 September 23	Chief Administrative Officer, & Director of Property
10. By-law Amendment to By-law 84-191 so as to permit the keeping of Vietnamese Pot Bellied Pigs.	1993 September 23	City Solicitor, Alderman Drury, H.S.P.C.A. and Interested parties.

1993 November 19

**TURKSTRA
GARROD
HODGSON**

Environmental, Municipal & Planning Law

Stephen Garrod
Anja Nurvo
Manfred Rudolph
Herman Turkstra

Douglas Hodgson
Peter Pickfield
Scott Snider

15 Bold Street
Hamilton, Ontario, L8P 1T3

Please reply to: Manfred Rudolph
(416) 529-3476 Fax: (416) 529-3663

November 18, 1993

11⁰⁰
a.m.

Ms. Susan Reeder, Secretary
Finance and Administration Committee
Hamilton City Hall
City Clerk's Office
71 Main Street West
Hamilton, Ontario
L8N 3T4

NOV 19 1993

Dear Ms. Reeder:

Re: 229 Kenilworth Avenue North, Hamilton
Our file 40341

We represent the owners of the above noted address.

Until the most recent amendment of the licencing by-law relating to adult entertainment parlours, this subject property was eligible for a licence for an adult entertainment parlour.

The most recent amendments removed the subject property from the list of properties eligible for such a licence.

There is a unique set of circumstances surrounding this property's use as an adult entertainment parlour. It is our intention to ask Committee and Council to amend the licencing by-law to reinstate the subject property as one of the very few properties eligible for an adult entertainment parlour licence.

Discussions with staff have led to the suggestion that we approach your Committee with our request. Rather than outline all of the details at this time, we are simply asking for status as a delegation at your November 25, 1993 meeting.

Our delegation submissions will simply request that you refer this matter to the licencing department for a report. We can then further discuss this matter with that staff and make formal submissions to your Committee concerning this matter at your next meeting, which I understand is scheduled for December 9, 1993.

I trust this is satisfactory. If you have any questions, please call me.

Yours very truly,

Manfred Rudolph

Manfred Rudolph

MR:su

cc--Alderman Don Ross
Chairman, Finance and Administration Committee

cc--Mr. S. Dembe
Licencing Department

FINANCE AND ADMINISTRATION COMMITTEE

THURSDAY, 1993 NOVEMBER 25TH

CONSENT AGENDA

A. MINUTES OF THE FINANCE AND ADMINISTRATION COMMITTEE

Minutes of the regular meeting of the Finance and Administration Committee held Thursday, 1993 November 4th.

B. CITY CLERK

- (i) Use of Forecourt - New Year's Eve Celebrations.
- (ii) Use of the second floor lobby - Advertising and Sales Club Display.
- (iii) Use of City Hall meeting rooms - Hamilton-Wentworth Council on Police, Race and Community Relations.
- (iv) Use of the City Hall facilities - Ti-Cat Rallies.
- (v) Cancellation of Council meeting.

C. TREASURER

- (i) Information Report - Status of Hosting, Receptions and Related Accounts as at 1993 October 31st.
- (ii) Information Report - Status of Unclassified Revenue and Expenditures as at 1993 October 31st.

D. DIRECTOR OF PROPERTY

Amendment to lease - part of Copps Coliseum (101 York Boulevard) to The Society of Management Accountants of Canada.

E. FIRE CHIEF

Closure of Fire Department Capital Project.

F. COMMISSIONER OF HUMAN RESOURCES

Appointments to and terminations from permanent positions with the Corporation of the City of Hamilton to 1993 November 16th.

G. SECRETARY, FINANCE AND ADMINISTRATION COMMITTEE

Information Items.

Thursday, 1993 November 4
9:30 o'clock a.m.
Room 233, City Hall

The Finance and Administration Committee met.

There were present: Alderman D. Ross, Chairperson
Alderman B. Charters, Vice-Chairperson
Mayor Robert M. Morrow
Alderman T. Cooke
Alderman D. Agostino
Alderman V. Agro
Alderman T. Anderson
Alderman D. Drury

A.

Regrets: Alderman G. Copps - In Ottawa for Liberal Party's Swearing-in Ceremony

Also present: Alderman F. Eisenberger
Alderman H. Merling
Alderman F. D'Amico
J. Pavelka, Chief Administrative Officer
S. Hollowell, City Clerk's Office
A. Ross, Treasurer
G. Macaluso, Managing Director/CEO, H.E.C.F.I.
B. Calder, Director of Operations/Events Delivery, H.E.C.F.I.
B. Snetsinger, Director, Marketing/Sales, H.E.C.F.I.
J. Schatz, City Clerk
Fire Chief Baker
P. Barkwell, Law Department
D. Vyce, Director of Property
B. Desnoyers, Property Department
J. Johnston, Commissioner of Human Resources
P. Noé Johnson, City Solicitor
Susan K. Reeder, Secretary

A G E N D A

I. CORRESPONDENCE

- (a) Request for a donation to assist in the printing costs of a book entitled "KIDestrians" developed by the Hamilton-Wentworth Police Department and community parents.

The Committee was in receipt of correspondence from the Co-Ordinators of the KIDestrians Safety Program Book.

Some discussion ensued with respect to the appropriateness of the City providing funds for this project when this Group has already received funding from the Hamilton-Wentworth Police Department. It was confirmed by the City Clerk's Office that the practice has been that if the Region funds a Group that the City does not.

A motion was placed to approve a one-time grant of \$500.

MOTION LOST

- (b) Request for a donation of \$1,000, from the Canadian Housing Coalition for awareness raising activities on the importance of affordable housing.

The Committee was in receipt of correspondence forwarded from the Mayor from the Canadian Housing Coalition requesting a donation from the City of Hamilton in the amount of \$1,000. towards their funding of awareness activities on the importance of affordable housing.

The Committee agreed to receive and take no action with respect to this correspondence.

- (c) Hamilton Gallery of Distinction - 1993 Induction Ceremonies and Dinner - 1993 November 17.

The Committee was in receipt of information respecting the upcoming Hamilton Gallery of Distinction Dinner being held this year on Wednesday, 1993 November 17.

The Committee agreed that they would purchase a table and approved the following:

- (a) That the City of Hamilton purchase a table with seating for ten at a cost of \$600. for the Hamilton Gallery of Distinction Dinner being held on Wednesday, 1993 November 17; and,
- (b) That this expenditure be financed from the Unclassified Account No. CH55113 24201.

- (d) The Hamilton International Air Show Foundation - Request for the City to again sponsor the 1994 Civic Reception on Saturday, 1994 June 18th at an amount of \$8,500.

The Committee was in receipt of information from the Executive Director of the Hamilton International Air Show Foundation requesting that the City again sponsor the 1994 Civic Reception scheduled for Saturday, 1994 June 18 at an estimated cost of \$8,500.

Following some discussion on this matter, the Committee agreed that they would sponsor this reception at an amount not to exceed \$7,000. Subsequently the Committee approved the following:

- (a) That the City of Hamilton host a reception for the Hamilton International Air Show to be held Saturday, 1994 June 18, at a cost not to exceed \$7,000.; and,
- (b) That this expenditure be financed from the Special Civic Receptions and Delegation Hostings Account No. CH55314 84010.

2. ALDERMAN V. AGRO - Constituency Issue - Earthsong - Car Towing.

Alderman Agro spoke to the Committee with respect to one of his constituents who is very concerned at an occurrence that happened during Earth Song where his car was towed away. Alderman Agro explained that Bill Powell, the organizer of Earth Song, reimbursed the \$50. towing cost to all cars he had towed away in this particular instance, but that in the case of the constituent that Alderman Agro referred to, that there was an additional cost as the constituent did not pick his car up until the next day.

Some discussion ensued with respect to this and what jurisdiction the City would have in this regard, and the Mayor indicated that he would invite Alderman Agro's constituent to come in and speak with him about his problem for the purpose of trying to resolve it. The Mayor also indicated that he would speak with Bill Powell on this situation as well.

DELEGATION - 10:00 O'CLOCK A.M.

3. H.E.C.F.I. - Approval to allow the addition of advertising panels to the Hamilton Place exterior pylon sign.

The Committee was in receipt of a report from the Secretary of H.E.C.F.I. dated 1993 October 29, respecting the above noted matter.

Brad Calder, Gabe Macaluso and Barry Snetsinger of H.E.C.F.I. were in attendance. Brad Calder spoke to the Committee with respect to this issue and indicated that the sign will require retrofitting anyway since it is now about 20 years old. He indicated that the ability to add advertising panels will generate revenue and assist with the retrofitting costs.

Considerable discussion ensued with respect to this matter and the Committee approved the following:

That the request from HECFI to allow for the addition of advertising panels to the Hamilton Place exterior pylon sign be approved.

Note: Alderman Drury opposed.

4. CONSENT AGENDA

The Committee was in receipt of its Consent Agenda and approved the following:

A. MINUTES OF THE FINANCE AND ADMINISTRATION COMMITTEE

The Committee was in receipt of the minutes of its regular meeting held Thursday, 1993 October 21, and approved these minutes as circulated.

B. CITY SOLICITOR - By-law to authorize West Mountain Bocce Program (referred back by City Council on 1993 October 26th for amendments).

The Committee was in receipt of a report on the above noted matter and agreed that this By-law should be forwarded to City Council for enactment.

C. CITY CLERK - Use of the name "Hamilton" - Hamilton Sports Council.

The Committee was in receipt of a report from the City Clerk dated 1993 November 1, respecting the above noted matter and approved the following:

That City Council consent to the use of the name "Hamilton" in the proposed incorporation of the "Hamilton Sports Council".

D. TREASURER

- (i) Funding - 1994 Around the Bay Road Race 100th Anniversary - \$25,000. grant approved by City Council.

The Committee was in receipt of a report from the Treasurer dated 1993 October 29, respecting the above noted matter and approved the following:

That the grant for the Around the Bay Road Race to promote the 100th Anniversary of the race in the amount of \$25,000. as approved by City Council 1993 October 26, be financed from the Reserve for Contingency Centre # CH 00115.

- (ii) Information Report - Status of Hosting, Receptions and Related Accounts as at 1993 September 30th.

The Committee was in receipt of an information report dated 1993 October 26 from the City Treasurer, respecting the above noted matter.

The Committee agreed to receive this document for information purposes.

- (iii) Information Report - Status of unclassified Revenue and Expenditures as at 1993 September 30th.

The Committee was in receipt of an information report from the City Treasurer dated 1993 October 26, respecting the above noted matter and agreed to receive this document for information purposes.

- (iv) By-law - To authorize the levy of a special charge in respect of Barton Street East #1 Business Improvement Area.

The Committee was in receipt of a report from the Treasurer dated 1993 October 27, respecting the above noted matter and approved that the By-law be forwarded to City Council for enactment.

E. SECRETARY, FINANCE AND ADMINISTRATION COMMITTEE - Information Items.

The Committee was in receipt of a report from the Secretary of the Finance and Administration Committee dated 1993 November 1, respecting Information Items.

The Committee approved the following:

That the following Information Items, which have been previously forwarded to members of the Committee under separate cover, be received for information purposes:

- (a) Information Report - Treasurer - Results of Sales Tax Audit - dated 1993 October 25th.
- (b) Minutes of the French Sub-Committee meeting held 1993 September 24th.
- (c) Minutes of the Hamilton Status of Women Sub-Committee meeting held 1993 September 9th.
- (d) Report - Real Estate Division of the Property Department Services to the Region for the third quarter of 1993 dated 1993 October 20th.
- (e) Minutes of the Taxi Advisory Committee meeting held 1993 June 15th.

- (f) Correspondence - Henrietta Langran, World Court Project Co-Ordinator, Canadian Physicians for the Prevention of Nuclear War - request that the City of Hamilton endorse Toronto City Council's resolution in support of the World Court Project.
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- (h) Correspondence - Deborah J. Tracogna, President, Society of Public Insurance Administrators of Ontario - request for support of its resolution opposing the 1993 Ontario budget and increased insurance costs.
- (i) Correspondence - Louise Gartshore, Assistant Clerk, City of Woodstock - request for support of its resolution to request the Provincial Government to approve legislation that would provide for the assessment of undeveloped land on the same basis as developed land less buildings, dependent upon the market value of the lands in question, and not on the present use.
- (j) Correspondence - Ronald S. Gillespie, City Clerk, City of Etobicoke - request for support of its resolution opposing Bill 77 respecting the removal of Mayors from Regional Councils.
- (k) Correspondence - Ann Tuplin, Commissioner of Administrative Services, City of Sarnia - request for support of its resolution opposing the taxation of insurances and surtax on wages.
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- (m) Correspondence - Barbara Caplan, City Clerk, City of Toronto - requesting support for its resolution on the legality of nuclear weapons.
- (n) Correspondence - Madeline Grimm, Council/Committee Co-ordinator, City of Cambridge - requesting support of its resolution in opposing to the Province's intention to discontinue the Ontario Home Renewal Program and recover unused funds from participating municipalities.
- (o) Information Report - Treasurer - Changes to the realty tax bills commencing in 1994 - report dated 1993 October 27th.

5. CITY CLERK

(a) Hamilton Farmers' Market 1994 Fee Increase

The Committee was in receipt of a report presented to them at the meeting from the City Clerk dated 1993 November 3, respecting the above noted matter.

The Committee approved the following:

- (a) That the stallholder fees for the Hamilton Farmers Market for 1994 be increased by 4.5%; and,
- (b) That the City Solicitor be authorized and directed to prepare an amendment to Farmers Market By-Law 92-310 to provide for the fee increase.

Note: Alderman Charters opposed.

(b) 1994 Hamilton Farmers' Market Contract

The Committee was in receipt of a report presented to them at the meeting from the City Clerk dated 1993 November 3, respecting the above noted matter.

The Committee approved the following:

That the City Solicitor be authorized and directed to prepare an amendment to Farmers' Market By-law 92-310 providing for a revised Hamilton Farmers' Market Contract for 1994 to include the following:

- (a) Rental of all market stands on a four day per week basis (Tuesday, Thursday, Friday and Saturday) payable by post-dated cheques at the time the contract is signed; and,
- (b) The existing stallholder fees covering a three market day week be revised to include for the fourth market day, namely, Friday, the current daily rental rate of the stall multiplied by fifty-two. This revised annual fee shall be payable in twelve equal monthly post-dated cheques delivered to the City on the signing of the Market Contract; and,
- (c) Rebate of the daily fee, without interest, for the applicable stand as set out in Market By-Law 92-310 on a twice yearly basis to all stallholders who do not utilize their stands on any given Fridays provided they have notified the Market Office by 9 a.m. of the Fridays in question.

6. REFERRAL FROM CITY COUNCIL - 1994 User Fees

The Committee was in receipt of a referral from the Committee of the Whole of the meeting of 1993 October 26, to review the User Fee Proposals being presented by the Departments that report to the Finance and Administration Committee.

Discussion ensued with respect to the recommendation from the City Clerk's Office to implement a late filing fee of \$40. in connection with the Taxicab Priority List.

Alderman Drury suggested that this fee be changed from \$60. to \$20. for a late filing fee. It was then voted on as follows:

YEAS: Agro, Drury, Agostino

NAYS: Anderson, Charters, Ross Cooke

MOTION LOST

A further recommendation was moved that the late filing fee be \$50. -

MOTION LOST

The Committee approved the following:

That a late filing fee be implemented of \$40. in connection with the Taxicab Priority List.

The Committee then approved the balance of the User Fees being recommended as follows:

- (a) That the 1994 User Fees for the following Departments as outlined on Schedule 1, Committee of the Whole Agenda, dated October 26, 1993, be approved:
 - (i) Clerks Department - pages 6 - 13
 - (ii) Fire Department - page 14
 - (iii) Property Department - pages 22 - 27
 - (iv) Treasury Department - pages 54 - 55
- (b) That the City Solicitor be authorized to prepare the necessary amending By-Laws to reflect the changes;
- (c) That the following criteria for user fees be adopted:
 - (i) User fees must be in agreement with the stated objectives of the City of Hamilton Strategic Plan as approved by City Council; and,
 - (ii) User fees should apply only to services accessed by an identifiable segment of the community and not be excessive so as to prevent reasonable access to the services; and,
 - (iii) User fees should fairly reflect the cost of providing the service and identify levels of subsidy by tax levy; and,
 - (iv) User fees are appropriate for services which expedite pending action and for services provided by the City as a result of downloading or a requirement of another level of government; and,
 - (v) User fees are appropriate in order to regulate or control an activity; and,
 - (vi) User fees shall be reviewed on an annual basis.
- (d) That the C.A.O. be authorized to prepare a "Request For Proposal For A Consultant To Review User Fee Policies and Practices of the City".

Note: The Committee also approved the criteria for User Fees for subsequent years as reflected above, and also the pursuit of hiring a Consultant to review User Fee Policies and Practices of the City.

7. PRIVATE AND CONFIDENTIAL AGENDA

The Committee moved into an In-Camera Session to discuss matters of a Private and Confidential nature.

The Committee then moved back into Regular Session and approved the following:

AA. CITY SOLICITOR AND DIRECTOR OF PUBLIC WORKS**(i) City of Hamilton -ats- Patricia Cameron - Ontario Court (General Division)
Action No. 26753/91**

- (a) That in order to shorten the trial of this action and to reduce the overall legal expenses the City agree that the Plaintiff's damages in Ontario Court (General Division) Action No. 26753/91 be assessed as follows:

(i)	General damages	\$30,000.
(ii)	Wage Loss	\$ 7,500.
(iii)	Out-of-pocket expenses	\$ 1,500.
(iv)	OHIP subrogated claim	\$ 8,600.31

- (b) That in order to shorten the trial of Ontario Court (General Division) Action No. 26753/91 and to reduce legal costs of all parties the City Solicitor be authorized to admit such facts as will reduce the need to call evidence without detracting from the City's ability to defend its liability position in this matter.

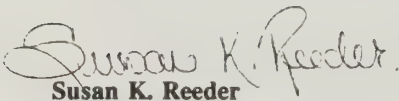
(ii) City of Hamilton -ats- Cross - Ontario Court (General Division) Action No. 418/90.

- (a) That the City resolve Ontario Court (General Division) Action No. 418/90 by payment to the Plaintiffs Edward Gerrard Cross, Angela Nichole Cross, Heather Cross, and Edward Cross Jr., the sum of \$46,843.33 inclusive of all damages, interest and costs; and,
- (b) That Ontario Court (General Division) Action No. 418/90 and all cross-claims therein be dismissed without costs; and,
- (c) That the Plaintiffs be required to execute Full and Final Release in a form satisfactory to the City Solicitor.

9. ADJOURNMENT

There being no further business, the meeting then adjourned.

Taken as read and approved,


Susan K. Reeder
Secretary
1993 November 4

ALDERMAN D. ROSS, CHAIRPERSON
FINANCE AND ADMINISTRATION COMMITTEE

B. (i)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1993 November 8

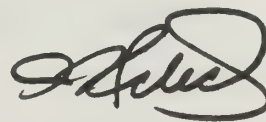
REPORT TO: Mrs. Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Mr. J. J. Schatz
City Clerk

SUBJECT: New Year's Eve Celebrations - Use of Forecourt

RECOMMENDATION:

- a) That approval be given to the request of the Culture and Recreation Department to use the City Hall forecourt and related equipment on Friday, 1993 December 31 from 4:00 p.m. to 1:30 a.m. for New Year celebrations.
- b) That access be provided to the City Hall washrooms during this event.
- c) That the City Clerk be authorized to approve of a similar event in future years provided it does not conflict with any other activity.



FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Sufficient funds are available in Account CH55222 10034 -Use of City Facilities by Outside Groups for Property Maintenance Staff overtime associated with this event in the approximate amount of \$500.00.

The Culture and Recreation Department will provide for security costs and other expenses related to this event from current budget estimates and sponsorships.

Susan K. Reeder, Secretary
Finance and Administration Committee

1993 November 8

BACKGROUND:

The New Years Celebration is an annual event and returned to City Hall in 1992 after a three year break.

This year the Culture and Recreation Department are working together with Cable 14 to produce a portion of the Celebration for a live broadcast from City Hall.

cc: Mayor's Office
Bob Sugden, Director of Culture and Recreation (Attn: Shelley Merlo Orzel)
Rob Swan, Manager, Property Maintenance Division

B.
(ii)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1993 November 17

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: J. J. Schatz
City Clerk

SUBJECT: Advertising & Sales Club Display

RECOMMENDATION:

- (a) That approval be given to the request of the Advertising & Sales Club to use the second floor lobby from 1993 November 23 to December 02 for the Advertising & Sales Club Ace Awards Display.
- (b) That the City Clerk be authorized to approve of a similar use in future years, provided it does not interfere with any other activity.



FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

The Advertising & Sales Club Ace Awards is an annual event and this will be the second year in which the Awards have been displayed at City Hall.

cc: Mayor's Office
Mr. R. Swan, Manager, Property Maintenance Division
Information Desk
File

B
(iii)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1993 November 17

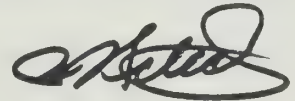
REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: J. J. Schatz
City Clerk

SUBJECT: Hamilton-Wentworth Council on Police, Race and
Community Relations

RECOMMENDATION:

That approval be given to the request of the Hamilton-Wentworth Council on Police, Race and Community Relations to use a City Hall meeting room on the third Monday of each month from 7:30 p.m. to 9:30 p.m. for the purpose of their monthly Council meetings.



FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

The Hamilton-Wentworth Council on Police, Race and Community Relations was formed in November, 1989 in response to a desire on the part of the Hamilton-Wentworth Regional Police Service to work closer with members of the community from non-traditional cultures.

The Council's objective is to review the policies, procedures, programmes and practices of the Hamilton-Wentworth Regional Police Service and to make recommendations for improving the same in order to ensure equitable service to all members of the community.

The Council consists of 10 local citizens, the police officer in charge of race relations and a representative from the Police Association.

In the past the Council met at Central Police Station, However, there is a reluctance by some groups to bring their concerns to the Council because of the perception they may have regarding the Police Station.

Therefore, the Council is requesting the use of a City Hall meeting room in which to conduct future meetings. The use of a Regional meeting room was explored, however, as the Regional office closes at 5:00 p.m. and the Council meet at 7:30 p.m., this was not feasible.

In view of the fact that the Hamilton-Wentworth Council on Police, Race and Community Relations is associated with a Regional activity which conforms with the Policy for the use of City Hall meeting rooms adopted by City Council, and taking into account the fact that this group have valid reasons for discontinuing the practice of meeting at the Central Police Station, the City Clerk's office make the foregoing recommendation.

cc: Mayor's Office
Rob Swan, Manager, Property Maintenance Division
Information Desk
File

bcc: J. Schatz, City Clerk
J. Thompson, Manager, Legislative Services

CITY OF HAMILTON
- RECOMMENDATION -

B.
(iv)

DATE: 1993 November 18

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: J. J. Schatz
City Clerk

SUBJECT: Ti-Cat Rallies - Use of City Facilities

RECOMMENDATION:

- (a) That approval be given to the action taken by the City Clerk in authorizing the Hamilton Tiger Cat Football Club to use:
 - (i) The City Hall forecourt for a Tiger Cat Rally and the first floor for officials and team members on Saturday, 1993 November 13 from 1:00 - 2:00 p.m.
 - (ii) The City Hall forecourt for a Rally and the second floor for a reception on Thursday, 1993 November 18 from 6:15 p.m.
- (b) That the City Clerk be granted the authority to approve of a similar use in future years provided it does not interfere with any other activity.



FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Sufficient funds are available in Account CH55222-10034 - Use of City Facilities by Outside Groups for Property Maintenance staff overtime in the approximate amount of \$100.00 associated with the Saturday, 1993 November 13 Rally.

Finance and Administration Committee
Re: Ti-Cat Rallies - Use of City Facilities

... 2

BACKGROUND:

The Hamilton Tiger Cat Football Club held two Rallies on the City Hall forecourt on November 13th and 18th to rally support prior to the Tiger Cat games. A reception was also held for team members and coaches prior to the November 18th Rally.

cc: Mayor's Office
Rob Swan, Manager, Property Maintenance Division
File

B (v)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1993 November 22

REPORT TO: Mrs. Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Mr. J. J. Schatz
City Clerk

SUBJECT: Cancellation of Council meeting

RECOMMENDATION:

That approval be given to cancel the regularly scheduled meeting of City Council on 1994 January 11th.



FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

As members of City Council are aware, meetings of the Transport and Environment Committee and the Parks and Recreation Committee are held once a month. The Chairmen of the Planning and Development Committee and the Finance and Administration Committee have both directed that their regularly scheduled meetings in the early part of 1994 January be cancelled due to the Christmas and New Year Holiday period.

Consequently, there will be no Standing Committee reports for consideration by City Council at its meeting scheduled for 1994 January 11th.

"Copy sent to J. Thompson, Manager, Legislative Division,
City Clerks Department; S. Glover, Legislative Assistant,
City Clerks Department and Greg Maychak, Co-Ordinator of Programming,
Culture and Recreation Department - 1993 November 19th".

CITY OF HAMILTON

- INFORMATION -

C. (i)

DATE: 1993 November 17

REPORT TO: Susan Reeder, Secretary
Finance and Administration Committee

FROM: Allan C. Ross
Treasurer

SUBJECT: Status of Hosting, Receptions and Related Accounts as at
October 31, 1993

BACKGROUND:

Attached are the following analyses of accounts related to hostings and receptions as at
October 31, 1993.

<u>for the year ended 1992</u>			<u>to October 31, 1993</u>		
<u>Budget</u>	<u>Actual</u>	<u>Description</u>	<u>Budget</u>	<u>Amount Spent & Committed</u>	<u>Balance Available</u>
\$16,000.00	\$17,354.37	Hosting of Conferences with Municipal Subject Content	\$16,000.00	\$16,000.00	\$ 0.00
10,000.00	9,483.69	Receptions - City Hall	10,000.00	4,579.12	5,420.88
40,000.00	32,177.46	Special Civic Receptions and Delegation Hosting	40,000.00	44,817.80	(4,817.80)
15,000.00	20,968.74	Civic Pins, Medals and Rings	15,000.00	14,400.76	599.24
		Use of City Hall			
<u>3,910.00</u>	<u>7,622.00</u>	- Outside Groups	<u>7,620.00</u>	<u>6,331.22</u>	<u>1,288.78</u>
<u>\$84,910.00</u>	<u>\$87,606.26</u>		<u>\$88,620.00</u>	<u>\$86,128.90</u>	<u>\$ 2,491.10</u>

These accounts are forwarded to this Committee on a monthly basis for the information of the members.

Allan C. Ross

KL:kl
Attach.

City of Hamilton
 HOSTING OF CONFERENCES WITH MUNICIPAL SUBJECT CONTENT
 Account CH 55307 80040
 for the period ended October 31, 1993

COUNCIL MEETING	DESCRIPTION	AMOUNT \$	TOTAL \$
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93/10/26	Transfer to reserve to offset cost of hosting of 1994 Children's International Games	16,000.00	

	Total Actual Expended and Committed to date		16,000.00
	LESS: Appropriation		16,000.00

	Balance Available		0.00
			=====

City of Hamilton
RECEPTIONS – CITY HALL
Account CH 55313 84010
for the period ended October 31, 1993

DATE	DESCRIPTION	AMOUNT \$
93/01/28	Mayor's Office	58.16
93/02/05	125 Medal Presentation	53.28
93/02/15	Black History Month Proclamation	25.30
93/02/16	Visit of General from France	27.59
93/03/03	Mayor's Office	7.77
93/03/12	World Day of Prayer	137.09
93/03/31	Mayor's Office	15.54
93/04/01	Delegation from Canton China	7.77
93/04/08	Birmingham Divisional Youth Band	300.70
93/04/14	Mayor's Office	22.87
93/04/20	Visit of Honorable A. Pilkey	18.97
93/04/21	Gordon Price Elementary Students	39.68
93/04/28	Premier's Visit	209.84
93/04/28	Labour Council Day of Mourning	278.28
93/05/01	Canadian Polish Congress	410.70
93/05/02	Max Rothman Humanitarian Awards	542.79
93/05/16	Secondary School Oratorical Final	102.01
93/05/17	High School of Japan	131.54
93/05/19	Shrine Proclamation	37.41
93/05/25	Mayor's Office	74.93
93/05/28	Boy Scout	7.33
93/05/30	Father Burns High School – Oratorical	80.03
93/06/02	PBX Proclamation	15.10
93/06/05	Lusofest	251.58
93/06/07	Mayor's Office	15.54
93/06/15	Mayor's Office	16.21
93/06/18	Mayor's Office	15.54
93/06/23	Boris Brott Summer Music Festival	227.41
93/06/28	Mayor's Office	12.10
93/07/05	Mayor's Office	11.66
93/07/20	Fukoyama High School Students	535.67
93/07/22	Japanese Delegation	74.37
93/07/26	World Judo Meeting	15.54
93/07/27	Nelom Fukushi University Students	33.30
93/08/08	Hroshuma – Nagasaki Memorial	92.63
93/08/12	Visit of Captain from USS Boulder	15.10
93/08/14	Pakistan Independence Day	111.00
93/08/17	Mayor's Office	7.33
93/08/18	Wilfred Laurier University Students	60.38
93/08/23	Japanese Students Visit	33.53
93/08/26	Jobs Ontario Youth Awards	135.42
93/09/01	Arthritis Society Proclamation	54.72
93/09/08	Clement Chan and Delegation	52.61
93/09/09	United Way Proclamation	60.38
93/09/16	Legion Week Proclamation	15.10
93/09/20	Delegation from Abruzzo Italy	111.78
93/09/21	Judo Meeting	15.54
Total Actual Expended to Date		4,579.12
LESS: Appropriation		10,000.00
Balance Available		5,420.88

City of Hamilton
SPECIAL CIVIC RECEPTIONS AND DELEGATION HOSTING
Account CH 55314 84010
for the Period Ended October 31, 1993

COUNCIL MEETING	DESCRIPTION	AMOUNT \$	TOTAL \$
93/01/26	Hosting of Edmund C. Bovey Municipal Clinic and Ontario Regional Meeting – February 27,28, 1993	2,785.78	
–	Special Foreign Dignitaries Luncheon – April 16, 1993	1,749.00	
–	Premier's Visit – April 27, 1993	300.00	
93/04/28	The Canadian Country Music Association September 16 – 19, 1993	20,000.00	
–	International Italian Delegation visit from September 1992	320.55	
–	P.R.C. Ambassador – April 14, 1993	933.25	
–	Japan Delegation – May 27, 1993	487.98	
93/05/11	3rd Annual Steel City Senior Bowl – June 24, 1993	500.00	
–	Hamilton Ballet Youth Ensemble – June 6, 1993	500.00	
92/12/8	Hamilton Air Show – June 19, 1993	8,500.01	
–	Reception for the Tchaikovsky Conservatory – June 19, 1993	500.00	
–	Canusa – 200 Ti–Cat Football Tickets – August 6, 1993	1,000.00	
–	World University Soccer – July 6, 1993	4,232.99	
–	HSR Charters from Hamilton to Holy Spirit Retreat Centre July 8, 1993	283.50	
–	Sarasota Twin City Meeting – July 31, 1993	110.24	
93/06/29	Publication of a Commemorative Programme Book for the National Convention of Canadian Clubs – September 23–25, 1993	500.00	
93/08/20	Canusa Delegation	425.50	
93/08/27	Hosting Japanese Vip's – Mohawk College Educational Programmes	1,000.00	
93/09/16	Sheraton Hamilton – Abruzzo Delegation	496.47	
93/09/17	Special Delegation	192.53	
	Total Expended		44,817.80
	LESS: Appropriation		40,000.00
	Balance Available		(4,817.80)

City of Hamilton
CIVIC PINS, MEDALS AND RINGS
Account CH 56126 84010
for the period ended October 31, 1993

DATE	DESCRIPTION	AMOUNT \$
93/01/15	2-GF Civic Champs pinette & 2 Boxes	57.43
93/10/21	Sterling Silver Civic Pins	2,627.64
	Total Actual Expended to Date	2,685.07
	ADD: Commitments	
	Civic Awards outstanding from September 1991 to present	
	150 Solid Walnut Plaque – Engraved	11,715.69
	Adjusted Total	14,400.76
	LESS: Appropriation	15,000.00
	Balance Available	599.24

City of Hamilton
USE OF CITY HALL—OUTSIDE GROUPS
Account CH 55222 10034
for the period ended October 31, 1993

DATE	DESCRIPTION	AMOUNT \$
93/02/07	Caribbean Potpourri and Mundialization	469.86
93/03/07	Womens Centre of Hamilton	120.14
93/03/27	Labour Council	215.22
93/04/16	Heaven Piano Co. — Tuning Piano — 1st Floor	176.49
93/04/17	March For Jesus	64.57
93/04/24	Peace Run	67.58
93/04/25	Ride To Beat Cancer	229.63
93/04/28	Sound System for "Day of Mourning"	205.35
93/05/02	Polish Congress Celebration	96.91
93/05/02	Max Rothman Awards	283.29
93/05/09	Royal Canadian Legion Convention — Reviewing Stand	346.00
93/05/16	High School Oratorical Contests	234.96
93/05/16	Hamilton Aids Network	240.27
93/05/22	Property & Maintenance Overtime	90.10
93/05/29	Boy Scout Parade — Reviewing Stand	649.23
93/06/05	Luso Canadian Council	222.26
93/06/19	Dad's Day	6
93/06/19	Racalmutese Religious Festival	326.99
93/09/30	Heaven Piano Co.	85.47
93/09/26	Big Brothers Soap Box Derby	240.27
93/10/02	India Canada Association	315.36
93/10/31	Y.M.C.A. Run	131.69
93/09/06	Labour Day Parade — Reviewing Stand	726.00
93/06/20	Communita Racalmutese Maria — Reviewing Stand	726.00
Total Actual Expended to Date		6,331.22
LESS: Appropriation		7,620.00
Balance Available		1,288.78

C.
(ii)

CITY OF HAMILTON
- INFORMATION -

DATE: 1993 November 17

REPORT TO: Susan Reeder, Secretary
Finance and Administration Committee

FROM: Allan C. Ross
Treasurer

SUBJECT: Status of Unclassified Revenue and Expenditures as at
October 31, 1993

BACKGROUND:

Attached are the analyses of the Unclassified Revenue account and the Unclassified Expenditures account as at October 31, 1993.

<u>for the year ended 1992</u>		<u>Description</u>	<u>Budget</u>	<u>Actual to date</u>	<u>Balance Available (to come)</u>
<u>Budget</u>	<u>Actual</u>				
\$(50,000.00)	\$(67,967.52)	Unclassified Revenue	\$(50,000.00)	\$(26,473.19)	\$(23,526.81)
65,000.00	75,583.18	Unclassified Expenditures	70,100.00	60,767.71	9,332.29

It should be noted that the Unclassified Expenditures 1993 budget was increased by \$5,100.00 over 1992, to \$70,100.00, due to a transfer from operating accounts for various agencies' meetings.

These accounts are forwarded to this Committee on a monthly basis for the information of the members.

Allan C. Ross

KL:kl
Attachment

CITY OF HAMILTON
TREASURY

UNCLASSIFIED REVENUE
AS AT OCTOBER 31, 1993

CENTRE NUMBER: CH 24201
Appropriation: \$ 50,000.00

COMMISSIONS:

Bell Telephone	5,541.01
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SALES:

Photocopier Revenue	36.91
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MISCELLANEOUS:

Cheques Written Off/Reinstated	18,608.80
Witness Fees	351.00
Sales Tax	226.02
Other Revenues	1,709.45

Total Revenue To Date	26,473.19
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Less: Appropriation	50,000.00
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Balance Available (To Come)	(23,526.81)
	=====

CITY OF HAMILTON
TREASURY

UNCLASSIFIED EXPENDITURES
AS AT OCTOBER 31, 1993

Centre Number: CH 24210

Appropriation: \$ 70,100.00

LUNCHEONS, DINNERS, SANDWICHES, COFFEES, ETC.

City Council	2,291.13
Finance and Administration Committee	2,681.75
Parks and Recreation Committee	1,582.54
Planning and Development Committee	937.86
Transport and Environment Committee	1,350.75
Crystal Palace Subcommittee	315.25
Hamilton Historical Board	1,386.46
Citizen Advisory	815.29
Equitable Representation Advisory Board	10.66
Urban Design Subcommittee	431.37
Committee of Adjustment	593.86
Sesquicentennial Celebration Committee	56.56
CAIP Subcommittee	109.01
L.A.C.A.C.	1,378.82
License Subcommittee	549.02
Farmers Market Subcommittee	762.04
English Subcommittee	87.70
French Subcommittee	496.63
Taxi Advisory Committee	366.80
Insurance Advisory Subcommittee	152.45
Property Standards Subcommittee	24.20
Capital Budget Subcommittee	19.15
Current Budget Subcommittee	142.48
Football Hall of Fame	1,593.36
Management Team	1,830.10
Canusa Games Committee	913.44
Civic Charity Committee	32.65
Bingo Task Force	31.08
Hamilton Arts Award	2,012.94

Total Committee Expenditures

22,955.35

Continued on Page 2

CITY OF HAMILTON
TREASURY

UNCLASSIFIED EXPENDITURES
AS AT OCTOBER 31, 1993

MISCELLANEOUS

Collection Agency Fees	483.81
Bell Telephone – Misc.	26.00
Flowers & Wreaths	314.96
Parking and Cab expenses	261.46
Hydro Charges – Road Sign	155.44
C.N.R. & C.P.R. Realty Tax	1,165.48
Banner–Ontario Sports Legends	30.35
Gallery of Distinction Awards	577.57
Corporate Challenge	2,615.03
ISC Paper Recycling Canada	7,628.18
Annual Christmas Carols	19.39
Blast–Off for United Way	24.72
Student Visit – Nancy, France	3,640.99
Francophone Association Membership	700.00
Great Lakes–Int. Joint Committee	5,462.30
City Hall Tours	150.00
Room rentals and meeting expenses – Various Boards	4,581.45
– Assessment Review Board	4,705.00
– Management Team	2,059.81
– Committee of the Whole	3,210.42

Total Miscellaneous Expenditures	37,812.36
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Total Expenditures	60,767.71
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Less: Appropriation	70,100.00
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Balance Available	9,332.29
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CITY OF HAMILTON
- RECOMMENDATION -

D.

DATE: 1993 November 12

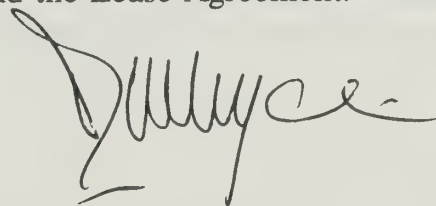
REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: D. W. Vyce
Director of Property

SUBJECT: Amendment to Lease - Part of Copps Coliseum
(101 York Boulevard) to The Society of Management
Accountants of Canada

RECOMMENDATION:

- a) That Section 16 of the Eighteenth Report of the Finance and Administration Committee as adopted by City Council on 1993 September 28, be amended by increasing the area leased from 750 square feet to 1,508 square feet with the final area to be confirmed by the survey department.
- b) That the rental rates be adjusted accordingly based on a rate of \$5 per square foot (GROSS).
- c) That the City Solicitor be authorized to amend the Lease Agreement.



FINANCIAL/STAFFING/LEGAL IMPLICATIONS: N/A

BACKGROUND:

Subsequent to the 1993 September 28 Council approval, The Society of Management Accountants of Canada requested additional space which has been approved by H.E.C.F.I. The total area to be leased will now be 1,508 square feet.

In order to add this amount to the Lease Agreement, the City Solicitor requires an amendment to the original Council resolution.

1993 November 12
Finance and Administration Committee
Page 2

MCJW/nw

c.c. Joe Pavelka, Chief Administrative Officer

G. Macaluso, Managing Director/C.E.O., H.E.C.F.I.

P. Noé Johnson, City Solicitor

Attention: D. Powers

Allan C. Ross, Treasurer, Treasury Department

K. M. Lau, Manager of Legal Surveys, Roads Department

(93C-90)

CITY OF HAMILTON
- RECOMMENDATION -

E.

DATE: 1993 November 5

REPORT TO: Mrs. S. Reeder, Secretary
Finance and Administration Committee

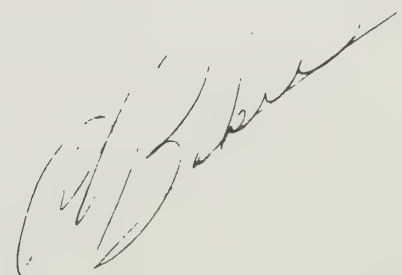
FROM: G. Baker
Fire Chief

SUBJECT: Closure of Fire Department Capital Project

RECOMMENDATION:

That the City Treasurer be directed to close the following capital project account with the excess funding to be transferred to its original source of financing.

CAPITAL CENTRE #	PROJECT DESCRIPTION	AUTHORIZED GROSS COST	EXPENDED/ COMMITTED TO DATE	BALANCE AVAILABLE	SOURCE OF FINANCING
488851001	Pump Truck for Upper Wellington Fire Station	\$ 300,000.00	\$ 230,151.27	\$ 69,848.73	Reserve for Capital Projects



FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

See above.

F.

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1993 November 18

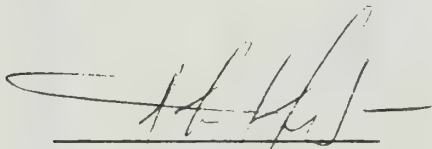
REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Mr. John Johnston
Commissioner of Human Resources

SUBJECT: Appointments To and Terminations From Permanent
Positions with the Corporation of the City of Hamilton
(C-036-093)

RECOMMENDATION:

That the attached listing of Appointments To and Terminations From Permanent positions with the Corporation to November 16, 1993 be approved.



John Johnston

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

BACKGROUND:

Attached.

THE CORPORATION OF THE CITY OF HAMILTON
TERMINATIONS FROM PERMANENT POSITIONS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>DEPARTMENT</u>	<u>REASON</u>	<u>LENGTH OF SERVICE</u>	<u>EFFECTIVE DATE</u>
Mr. Ronald Allan	Firefighter I	Fire	Retired	28 yrs, 10 months	Oct. 31/93
Mr. Douglas Anderson	Firefighter I	Fire	Retired	29 yrs, 11 months	Oct. 31/93
Mr. Rick Andrews	Firefighter I	Fire	Retired	31 yrs, 10 months	Oct. 31/93
Mr. Ernie Blundell	District Chief	Fire	Retired	31 yrs, 7 months	Oct. 31/93
Mr. Ronald Bowman	Firefighter I	Fire	Retired	33 yrs, 10 months	Oct. 31/93
Mr. Charles Britton	Firefighter I	Fire	Retired	32 yrs, 2 months	Oct. 31/93
Mr. Carl Cameron	Lieutenant	Fire	Retired	32 yrs, 1 month	Oct. 31/93
Mr. John Cassidy	District Chief	Fire	Retired	34 yrs, 7 months	Oct. 31/93

Prepared November 16/93

Glossary of Terms

Terminated - long term disability
- discharge
- downsizing
- redundant

Resigned - personal betterment
- personal reasons

THE CORPORATION OF THE CITY OF HAMILTON
TERMINATIONS FROM PERMANENT POSITIONS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>DEPARTMENT</u>	<u>REASON</u>	<u>LENGTH OF SERVICE</u>	<u>EFFECTIVE DATE</u>
Mr. Allan Chalmers	Platoon Chief	Fire	Retired	30 years	Oct. 31/93
Mr. Joseph Cheeseman	Firefighter I	Fire	Retired	31 yrs, 5 months	Oct. 31/93
Mr. Robert Cober	District Chief	Fire	Retired	32 years	Oct. 31/93
Mr. Dougald Dalgetty	Lieutenant	Fire	Retired	32 years	Oct. 31/93
Mr. John Davidson	Firefighter I	Fire	Retired	34 yrs, 6 months	Oct. 31/93
Mr. Stanley Dickinson	District Chief	Fire	Retired	31 yrs, 5 months	Oct. 31/93
Mr. Robert Divinski	Captain	Fire	Retired	34 yrs, 5 months	Oct. 31/93
Mr. Gerald Dolman	Firefighter I	Fire	Retired	29 yrs, 9 months	Oct. 31/93

Prepared November 16/93

Glossary of Terms

Terminated - long term disability
- discharge
- downsizing
- redundant

Resigned - personal betterment
- personal reasons

THE CORPORATION OF THE CITY OF HAMILTON

TERMINATIONS FROM PERMANENT POSITIONS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>DEPARTMENT</u>	<u>REASON</u>	<u>LENGTH OF SERVICE</u>	<u>EFFECTIVE DATE</u>
Mr. William Dowhan	Firefighter I	Fire	Retired	31 yrs, 6 months	Oct. 31/93
Mr. Frank Frantists	Firefighter I	Fire	Retired	31 yrs, 2 months	Oct. 31/93
Mr. Derek Guiney	Lieutenant	Fire	Retired	31 yrs, 7 months	Oct. 31/93
Mr. Barry Hunt	Fire Inspector I	Fire	Retired	31 yrs, 6 months	Oct. 31/93
Mr. David Johnstone	Firefighter I	Fire	Retired	32 yrs, 2 months	Oct. 31/93
Mr. Douglas Johnstone	Captain	Fire	Retired	33 yrs, 10 months	Oct. 31/93
Mr. Roy Knowles	Firefighter I	Fire	Retired	31 yrs, 7 months	Oct. 31/93
Ms. Lian Lawrence	Solicitor	Law	Resigned	7 years, 6 months	March 31/93

Prepared November 16/93

Glossary of Terms

Terminated - long term disability	Resigned - personal betterment
- discharge	- personal reasons
- downsizing	
- redundant	

THE CORPORATION OF THE CITY OF HAMILTON

TERMINATIONS FROM PERMANENT POSITIONS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>DEPARTMENT</u>	<u>REASON</u>	<u>LENGTH OF SERVICE</u>	<u>EFFECTIVE DATE</u>
Mr. John Levely	Firefighter I	Fire	Retired	31 yrs, 11 months	Oct. 31/93
Mr. James McCallum	Platoon Chief	Fire	Retired	34 yrs, 3 months	Oct. 31/93
Ms. Robin McGinlay	Client Serv. Executive	H.E.C.F.I.	Resigned	17 yrs, 4 months	Nov. 05/93
Ms. Jacqueline McNeilly	Co-ord Community Renewal Public Works		Resigned	8 years, 10 months	Sept. 24/93
Mr. Steve Molnar	Lieutenant	Fire	Retired	35 yrs, 10 months	Oct. 31/93
Mr. Stephen Morelli	Captain	Fire	Retired	31 yrs, 6 months	Oct. 31/93
Mr. Robert Mueller	Firefighter I	Fire	Retired	31 yrs, 7 months	Oct. 31/93
Mr. Donald Peters	Fire Prevention Chief	Fire	Retired	29 yrs, 11 months	Oct. 31/93

Prepared November 16/93

Glossary of Terms

Terminated - long term disability	Resigned - personal betterment
- discharge	- personal reasons
- downsizing	
- redundant	

**THE CORPORATION OF THE CITY OF HAMILTON
TERMINATIONS FROM PERMANENT POSITIONS**

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>DEPARTMENT</u>	<u>REASON</u>	<u>LENGTH OF SERVICE</u>	<u>EFFECTIVE DATE</u>
Mr. Clarence Rarkowski	Firefighter I	Fire	Retired	29 yrs, 11 months	Oct. 31/93
Mr. Joseph Ricottone	Division Chief Trainer	Fire	Retired	35 yrs, 10 months	Oct. 31/93
Mr. Alan Roberts	Firefighter I	Fire	Retired	31 yrs, 6 months	Oct. 31/93
Mr. John Rumbles	Firefighter I	Fire	Retired	34 yrs, 11 months	Oct. 31/93
Mr. Walter Shrubbsell	Firefighter I	Fire	Retired	29 yrs, 11 months	Oct. 31/93
Mr. John Simmons	Lieutenant	Fire	Retired	33 yrs, 10 months	Oct. 31/93
Mr. John Sterne	Firefighter I	Fire	Retired	32 yrs, 10 months	Oct. 31/93
Ms. Wendy Taylor	Administrative Assistant	Clerk's	Resigned	22 years	Oct. 19/93

Prepared November 16/93

Glossary of Terms

Terminated - long term disability	Resigned - personal betterment
- discharge	- personal reasons
- downsizing	
- redundant	

THE CORPORATION OF THE CITY OF HAMILTON

TERMINATIONS FROM PERMANENT POSITIONS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>DEPARTMENT</u>	<u>REASON</u>	<u>LENGTH OF SERVICE</u>	<u>EFFECTIVE DATE</u>
Mr. Henry Tratch	Firefighter I	Fire	Retired	34 yrs, 5 months	Oct. 31/93
Mr. Robert Troke	Firefighter I	Fire	Retired	28 yrs, 11 months	Oct. 31/93
Mr. Ken White	Firefighter I	Fire	Retired	29 yrs, 11 months	Oct. 31/93
Mr. Raymond Wright	Firefighter I	Fire	Retired	31 yrs, 6 months	Oct. 31/93

Prepared November 16/93

Glossary of Terms

Terminated - long term disability	Resigned - personal betterment
- discharge	- personal reasons
- downsizing	
- redundant	

THE CORPORATION OF THE CITY OF HAMILTON

APPOINTMENTS TO PERMANENT POSITIONS

<u>NAME</u>	<u>STATUS</u>	<u>CLASSIFICATION</u>	<u>DEPARTMENT</u>	<u>REASON HIRED</u>	<u>SALARY SCHEDULE</u>	<u>EFFECTIVE DATE</u>
Mr. Pasquale Caruso	I	Forester III (D-12)	Public Works	Replacing Mr. D. Pickard - promoted, Sept. 20/93 New Position Council Approved Jan. 28/92	\$35,322.56	Oct. 18/93
Ms. Melissa Gould	I	Community Renewal Officer (26-B)	Public Works	Replacing Ms. H. Milsome - promoted, Sept. 27/93	\$41,140.84 to \$47,607.56	Oct. 4/93
Mr. William McKay	I	Street Sweeper/Flusher Operator (D-14)	Public Works	Replacing Mr. D. Jamieson - promoted, Oct. 4/93 Mr. A. Constantini - retired, Aug. 30/93	\$36,052.64	Sept. 26/93

Prepared November 16/93

Status

Internal - I
External - E

THE CORPORATION OF THE CITY OF HAMILTON

APPOINTMENTS TO PERMANENT POSITIONS

<u>NAME</u>	<u>STATUS</u>	<u>CLASSIFICATION</u>	<u>DEPARTMENT</u>	<u>REASON HIRED</u>	<u>SALARY SCHEDULE</u>	<u>EFFECTIVE DATE</u>
Ms. Hazel Milsome	I	Co-ordinator Community Renewal (A-L)	Public Works	Replacing Ms. J. McNeilly - promoted, Sept. 17/93	\$43,484.48 to \$51,205.44	Sept. 27/93
Ms. Kathleen Smith	I	Lifeguard II (12-I)	Culture & Recreation	Replacing Ms. M. Reilly - promoted, Sept. 6/93 New Position - Council Approved May 26/92	\$31,722.08 to \$34,424.00	Oct. 18/93

Prepared November 16/93

Status
Internal - I
External - E

G.

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1993 November 18

REPORT TO: Alderman D. Ross, Chairperson & Members
Finance and Administration Committee

FROM: Susan K. Reeder, Secretary
Finance and Administration Committee

SUBJECT: Information Items

RECOMMENDATION:

That the following Information Items, which have been previously forwarded to members of the Committee under separate cover, be received for information purposes:

- (a) Information Report - City Clerk - Changes to Charitable Gaming - dated 1993 November 3rd
- (b) Information Report - HECFI - Hamilton Philharmonic Orchestra - dated 1993 October 29th.
- (c) Minutes of the Keep Hamilton Clean Committee meeting held on 1993 October 6th.
- (d) Information Report - Fire Chief Baker - Vehicle Trade In - report dated 1993 November 5th.
- (e) Minutes of the Hamilton Status of Women Sub-Committee meeting held 1993 October 4th
- (f) Correspondence - Hon. John M. Reid, P.C., President, Canadian Nuclear Association - response to the City of Toronto/Energy Probe challenge to the Nuclear Liability Act - letter dated 1993 November 4th
- (g) Information report - City Solicitor and City Clerk - Sale of Serial Killer Cards - report dated 1993 November 12th
- (h) Information Report - City Solicitor - Provincial Offence Prosecutions and Property Standards - March 1993 - September 1993 - dated 1993 November 17th

Susan K. Reeder

1993 November 18

Alderman D. Ross, Chairperson & Members
Finance and Administration Committee

Page 2 - continued ...

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND;

The above-noted documents have been sent out to members of the Committee and the applicable staff for information purposes, and are being formally presented to the Committee in order to be officially received. Approval of this recommendation to receive these documents will ensure that the circulation procedure following for these matters is recorded.

/SKR

4.

CITY CLERK'S DEPARTMENT
MEMORANDUM

TO: S. K. Reeder, Secretary
Finance & Administration Committee

YOUR FILE:

NOV 10 1993

FROM: J. J. Schatz
City Clerk

OUR FILE:

PHONE: 546-2727

SUBJECT: Hamilton Hurricanes Football Club Inc.

DATE: 1993 November 10

Attached for your information please find a copy of a letter dated November 8, 1993 from the Hamilton Hurricanes Football Club Inc. requesting consideration of a grant of \$2,000. to offset costs associated with their participation in the National Junior Football Championships being held in Regina, Saskatchewan on November 13, 1993.

This matter was referred to the Finance and Administration Committee by City Council at its meeting held November 9, 1993.



att.

c.c. A. Ross, Treasurer



HURRICANES

Hamilton Hurricanes Football Club, Inc.

November 8, 1993

CANADIAN
CHAMPIONS

1972

Mayor Bob Morrow &
Members of City Council

RECEIVED

NOV 08 1993

Hamilton Hurricanes - Request for Funds

CITY CLERKS

EASTERN
CANADIAN
CHAMPIONS

Ladies/Gentlemen:

The Hamilton Hurricanes will be representing the City of Hamilton in the National Junior Football Championships being held in Regina, Saskatchewan November 13, 1993.

1972

1975

1976

1977

1980

1981

The Hamilton Hurricanes Football Club is in desperate need of financial support to represent the City, in that Sports Canada only provided limited funds to offset expenses to Regina. The football club has been working hard on various fund raising activities but still find that they are short approximatley \$6,000.00.

We request that consideration be given to providing the football club with at least \$2,000.00 to help offset this deficit.

ONTARIO
CHAMPIONS

1972

1974

1975

1976

1977

1980

1981

Yours Very Truly,

Wally Barubek
President

CITY OF HAMILTON

- INFORMATION -

4(a.)

NOV 19 1993

DATE: November 19, 1993

REPORT TO: Susan Reeder, Secretary
Finance and Administration Committee

FROM: D. Kevin Beattie
Grants Co-ordinator

SUBJECT: Grant Request - Hamilton Hurricanes Participation in
the Canadian Junior Final Championships

BACKGROUND:

City Council at its meeting November 9, 1993 received a grant request in the amount of \$2,000 from the Hamilton Hurricanes to offset their costs of participating in the Canadian Junior Final Championship which was held in Regina November 11 - 14, 1993. The correspondence was referred to the Finance and Administration Committee for consideration. Attached is the background material provided by the applicant which relates to the request.

The General Grant policy prohibits grants to groups "requesting funds to offset costs representing the City at events outside of Hamilton" (page 4, item 7, section "Consideration will not be given to:"). This aspect of the policy was implemented in 1988.

It is noted that the City of Hamilton has requested that in prior years the Hamilton Fire Department Band and a corresponding float be the City's representation in the Grey Cup festivities. These cases differ from the request noted above in that the City of Hamilton requested the participation of the band and float for these activities.

There are no remaining unallocated General Grant funds in 1993.

As additional background the applicant has received a 1993 General Grant in the amount of \$1,800 to offset the costs of using the H.A.A.A. grounds for their practices.

D. Kevin Beattie



HURRICANES

Hamilton Hurricanes Football Club, Inc.

NOV. 16/93

CANADIAN
CHAMPIONS

1972

DEAR SIR/MADAM

EASTERN
CANADIAN
CHAMPIONS

1972

1975

1976

1977

1980

1981

HERE IS A LIST FOR OUR COST
FOR THE CANADIAN JUNIOR FINAL
CHAMPIONSHIP HELD IN REGINA
NOV 11-14/93.

SPORT CANADA PAID FOR 43 LEAVING
US TO PAY FOR 21 PERSONS.

AIR FARE TO REGINA 21×451.49
= \$9,472.47

EXTRA CHARGE FOR LEAVING SUNDAY
INSTEAD MONDAY $21 \times 40 = \$840.00$
CHAMPIONSHIP DINNER $21 \times 25 = \$525.00$

TEAM BREAKFAST \$451.97

PARKING AT PARK & FLY FOR 4 DAYS
2 VANS AND 1 CAR = \$120.00

TOTAL = \$11,408.47

UP TO DATE DONATIONS = 7,000.00

STILL OWING = \$4,408.47

PLEASE CONSIDER OUR GRANT
FOR \$2,000.

Thank you,

"TRADITION and QUALITY"

Nelly Bunch

NOV 03 1993

THE REGION OF HAMILTON-WENTWORTH

MEMORANDUM

REC. BY
REF'D. TO
REF'D. TO
REF'D. TO

ACT

TO: Joseph J. Schatz
City Clerk
City Clerk's Department

FROM: Robert C. Prowse
Regional Clerk
Office of the Regional Clerk

PHONE: (416) 546-4140

SUBJECT: Administrative Services Committee
Report 8-93, Item 5

DATE: November 4, 1993

Subjoined, please find Item 5, of Report 8-93 of the Administrative Services Committee which was adopted by Regional Council at its meeting held on Tuesday, July 22, 1993.

It would be appreciated if you would bring this matter to the attention of the members of your Council at your earliest convenience.

RCP/ljs**5. 1993 Comprehensive Audit (AUD 93-005)**

- a) That the City of Hamilton be requested to co-operate with the Regional Municipality of Hamilton-Wentworth in conducting a Comprehensive Audit of the Information Systems Department;
- b) That simultaneously the Internal Auditor be authorized and directed to conduct an Internal Audit on the Economic Development Department;
- c) That this recommendation be forwarded to the Finance Committee to determine the method of funding.

Item 3.2 b)

CITY OF HAMILTON
- RECOMMENDATION -

5(a)

DATE: 1993 November 19

REPORT TO: Mrs. Susan K. Reeder, Secretary
Finance and Administration Committee

NOV 19 1993

FROM: Mr. Joe Pavelka
Chief Administrative Officer

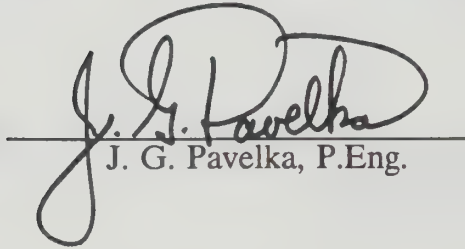
Mr. J. G. Hindson, P.Eng.,
Director of Information Systems

SUBJECT: Comprehensive Audit of Information Systems
Department

RECOMMENDATION:

- a) That a Terms of Reference be prepared for a comprehensive audit of the Information Systems Department.
- b) That the City and Region form a joint Steering Committee for the Study to approve the Terms of Reference, select and recommend a Consultant, and provide guidance and direction to the Study.
- c) That the Steering Committee be comprised of the Chair and Vice Chair of the Finance and Administration Committee and the CAO.
- d) That the Region be invited to add the Chair and Vice Chair of the Administration Services Committee and the Regional CAO (or alternates) to the Steering Committee.
- e) That the Manager of Purchasing be authorized to issue a Request for Proposals to Consulting firms for the comprehensive audit based on the Terms of Reference for the Study.
- f) That the estimated cost of the comprehensive audit (\$150,000) be shared equally between the City of Hamilton and the Region of Hamilton-Wentworth.

- g) That the City's share of \$75,000 be financed as an overdraft to the Comprehensive Audit Cost Centre to be financed from any 1993 General Surplus.



J. G. Pavelka, P.Eng.



J.G. Hindson, P.Eng.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

The cost of the Study to the City will be a one-time cost of \$75,000

BACKGROUND:

The 8th Report of the Administrative Services Committee of the Region of Hamilton-Wentworth included the following recommendation:

"That the City of Hamilton be requested to co-operate with the Regional Municipality of Hamilton-Wentworth in conducting a Comprehensive Audit of the Information Systems Department."

Third party reviews in the form of comprehensive audits can be an effective means of ensuring that the resources of the Corporation are constantly being utilized in as efficient and effective manner as possible.

The area of information systems is characterized by rapid changes in computer and communications technology, Corporate needs and requirements, and User expectations.

A comprehensive audit of Information Systems:

- ▶ would provide a third party assessment of the efficiency and effectiveness of the Department.
- ▶ would provide an additional opportunity for feedback and input from all the Region and City Departments that utilize the services.
- ▶ may provide observations and recommendations that would assist in improving our costs and/or performance in serving the users of our services.
- ▶ would assist in determining if there are any additional opportunities to reduce costs.

The Information Systems Department provides information technology services to all City and Regional Departments and City Boards.

For such comprehensive audit studies to be as successful as possible, it is important that a Steering Committee process be used to ensure all the stakeholders are involved.

c.c. Mr. W. M. Carson, Chief Administrative Officer
Mrs. J. McAnanama, Chief Executive Officer, Hamilton Public Library
Mr. L. D. Turvey, P.Eng.,
Commissioner of Transportation/Environmental Services

6(a.)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1993 November 16

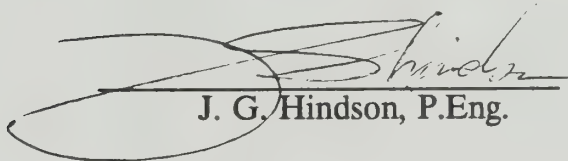
REPORT TO: Mrs. Susan K. Reeder, Secretary
Finance & Administration Committee

FROM: Mr. J. G. Hindson, P.Eng.
Director of Information Systems

SUBJECT: Payment of 1994 Dunn and Bradstreet Software
Maintenance Invoice (I/S 93-151)

RECOMMENDATION:

- a) The 1994 invoice for \$124,696 (plus GST) from Dunn and Bradstreet Software (formerly Management Science America) be authorized for payment from Account CH 5609X-26021 (User Software).


J. G. Hindson, P.Eng.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

The Region and the City of Hamilton currently utilize computer software from DBS (Dunn and Bradstreet Software, formerly MSA) for their Human Resources, Payroll/Personnel and Financial Information systems.

Under the terms of the DBS Agreement, each licensee of their products pays an annual maintenance fee for the software. The software maintenance fees entitle each user to software enhancements and upgrades at no cost, software problem bulletins and, in particular, provides for 24 hour support for the software to assist with any difficulties or problems encountered.

In 1994, the maintenance invoice for the DBS software modules in use is \$124,696 and is due for payment on 1994 January 15.

CITY OF HAMILTON
- RECOMMENDATION -

6 (b)

DATE: 1993 November 16

REPORT TO: Susan K. Reeder, Secretary
Finance & Administration Committee

FROM: Mr. J. G. Hindson, P.Eng.
Director of Information Systems

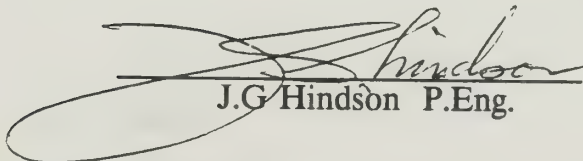
SUBJECT: Supplier for Microcomputer Workstations (I/S 93-152).

RECOMMENDATION:

- a) That Microcomputer workstations be acquired in accordance with the following:

<u>Description</u>	<u>Supplier</u>	<u>Price</u>	<u>Comment</u>
NEC 486-SX Microcomputers	4 Office Automation Burlington	\$ 1,744	lowest acceptable of 20 proposals

- b) Funding to be provided from Account # CH56605-26032 (Workstation Leasing)


J.G. Hindson P.Eng.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

Requests for Proposals for the supply of Microcomputer Workstations were sent to potential suppliers in accordance with specifications issued by the Manager of Purchasing.

The closing date for the Proposals was 1993 October 18th. Twenty proposals were subsequently received.

The Proposals were subsequently reviewed and are presented in the attached table.

The objective in reviewing and recommending the supplier is to obtain the equipment capabilities and functionality required in accordance with the specifications, and adequate supplier support and service at the lowest cost. 4 Office is the recommended supplier for 486-SX microcomputers on the basis of lowest cost.

The microcomputer industry is continuing to experience a period of unprecedented competition. Many manufacturers are experiencing business losses and many retail suppliers are going out of business as there are too many products and too few buyers. The selection of products from only "brand name" IBM clones with alternative suppliers and service sources is recommended in order to protect the Corporation's investment in this type of equipment during its service life.

c.c. Mr. T. Bradley, Manager of Purchasing

1993 SUMMARY OF PROPOSALS (1993 OCTOBER 18TH) FOR THE SUPPLY OF
MICROCOMPUTER WORKSTATIONS:

SUPPLIER	LOCATION	486SX/25
4 Office Automation Ltd.	Burlington	\$1,744 ---> RECOMMENDED
Equatorial Canada Ltd.	Rexdale	\$1,838
JMG Compushoppe	Hamilton	\$1,950
Lamb Computer Systems	Stoney Creek	\$2,029
c/o Automated Design Systems		
AHvro Electronics	Burlington	\$2,070
MicroWay Computer	Burlington	\$2,120
CompTree Business Computer Ctr.	Burlington	\$2,175
Telecom Computer Products	Burlington	\$2,198
Pacemaker Services Ltd.	Hamilton	\$2,298
Craigson Office Systems	Burlington	\$2,495
Advanced Computer Systems Inc.	Hamilton	\$2,788
Alan Zill	Hamilton	\$3,248

The following proposals were not to specifications:

Primax Computer Corp.	Mississauga	\$1,887
Leppert Business Systems	Hamilton	\$1,974
Pacemaker Services Ltd.	Hamilton	\$2,057
InterTan Business Products	Mississauga	\$2,095
Dell Computer Corp.	Richmond Hill	\$2,180
MicroAge Computers	Hamilton	\$2,398
Digital Equipment of Canada Ltd.	Burlington	\$2,518
Interware Systems Inc.	Toronto	\$2,750

Unable to Bid:

BBM Office Innovations
System Resale Solutions IV Ltd.
Stal Services
IBM
Sidus Systems Inc. (submitted incomplete proposal)

6(c.)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1993 November 16

REPORT TO: Susan K. Reeder, Secretary
Finance & Administration Committee

FROM: Mr. J. G. Hindson, P.Eng.
Director of Information Systems

SUBJECT: Leasing Supplier for Microcomputer Workstations and Printers
(I/S 93-153).

RECOMMENDATION:

- a) That Greyvest Leasing of Toronto provide leasing services for microcomputer workstations and printers at the rate of \$28.34 /\$1,000/month for 36 months (the lowest of nine proposals received).
- b) That the term of the lease agreement be to 1994 November 30th, with an option in favour of the City to extend for the balance of the lease term.
- c) That decisions to lease or purchase be made in each case, in consultation with the Treasurer.
- d) That the Mayor and the City Clerk be authorized to execute any ammendments to the master lease agreement and that the agreement be in a form satisfactory to the City of Hamilton Solicitor (the City of Hamilton is the lessee).
- e) That funding be provided from Account # CH56605-26032 (Workstation Leasing).



J.G Hindson P.Eng.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

Requests for leasing services proposals were issued to potential suppliers. Nine responses were received by the closing date of 1993 October 18th.

The leasing proposals were evaluated on the basis of the lowest monthly cost. A requirement of the proposals was that any lease include a provision that the lessee could return the equipment at the end of the lease, continue to lease at a reduced rate, or acquire the equipment at Fair Market Value. This provides for maximum flexibility to the Corporation.

On the basis of the summary of the proposal results (as indicated in the attached table), it is recommended that leasing services be acquired from Greyvest Leasing of Toronto (the lowest cost proposal).

The decision to lease or purchase should be based on an evaluation of several factors:

- 1) Lowest "cost of use" for the time period the equipment will be used.
- 2) The end-of-lease value.
- 3) The ease (or difficulty) of disposal of the equipment at the end of the lease.
- 4) Any potential requirements to improve or upgrade the equipment during the lease period.
- 5) The availability of any of external funding (grants) that would only apply to equipment purchases.
- 6) The availability of other internal or external funding sources that would favour leasing or purchasing.

As factors and circumstances may be different, it is recommended that leasing or purchasing decision be made in consultation with the respective Corporation's financial advisors.

c.c. Mr. A. C. Ross, Treasurer, City of Hamilton

Summary of Leasing Proposals Received (1993 October 18th) for
Microcomputer Workstations and Printers
based on 36 month lease

Company Name	Location	Rate/\$1000/month
-----	-----	-----
Greyvest Leasing Inc.	Toronto	\$28.34 <--- RECOMMENDED
4 Office Automation	Burlington	\$28.68
Scott Capital Group Inc.	Mississauga	\$28.90
Willow Information Systems Inc.	Waterloo	\$30.78
Intertan Canada Ltd.		
(c/o AT&T Capital Canada Inc.)	Mississauga	\$30.81
Bayshore Leasing Corp.	Toronto	\$31.28
Hewlett-Packard (Canada) Ltd.	Mississauga	\$31.43
Lamb Computer Systems	Stoney Creek	\$32.00
(c/o Automated Design Systems)		
Canvico Financial Corp.	Oakville	\$33.10

7.

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1993 November 18

NOV 18 1993

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: D. W. Vyce
Director of Property

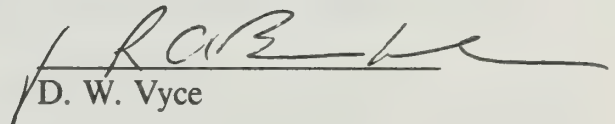
SUBJECT: Commonwealth Square - Sign & Possible Name Change

RECOMMENDATION:

That the space above the Underground Parking Garage, Main Street West, surrounded by the Art Gallery and Hamilton Place, currently known as Commonwealth Square be renamed "The Irving Zucker Sculpture Court on Commonwealth Square".

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A


/D. W. Vyce

BACKGROUND:

On 1993 August 26, the Finance and Administration Committee considered our Information Report of 1993 August 16 with respect to:

- (1) the placement of a sign on Commonwealth Square to clearly identify the area to the public and;
- (2) alternative names for the space.

The Committee tabled the request and referred the matter to the Chief Administrative Officer for co-ordination of possible alternative names to be compiled in a report to be brought back to the Committee for consideration. The suggestion at the meeting was that all Members of Council should give this matter some thought and convey their views on a possible change and suggested names to the C.A.O..

On 1993 September 16, Mr. Pavelka distributed a memorandum to all Council Members relative thereto. To the best of my knowledge only one response was received expressing no need for a change in the name of the Square.

On 1993 September 22, a letter from the Art Gallery of Hamilton was forwarded to Mayor Morrow requesting that the City give consideration to naming the sculpture court to be placed on Commonwealth Square, "The Irving Zucker Sculpture Court". A copy of this correspondence is attached hereto which outlines the rationale behind the request.

The recommendation contained herein, although admittedly rather lengthy, recognizes the recent donation of artworks to the City and the creation of a sculpture court, while at the same time preserving the original title of the space as it was dedicated in 1987 in recognition of the 1st Commonwealth Games held in Hamilton in 1930 and the City's bid to host a future Commonwealth Games event.

DWV/dcr

attch.

c.c. Robert M. Morrow, Mayor

Alderman D. Ross, Chairman, Finance and Administration Committee

Joe Pavelka, P. Eng., Chief Administrative Officer

R. Desnoyers, Assistant Manager, Building Operations & Maintenance

CITY OF HAMILTON

- INFORMATION -

DATE: 1993 August 16

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: D. W. Vyce
Director of Property

SUBJECT: Commonwealth Square - Sign

BACKGROUND:

Our July 16, 1993 report to the Committee with respect to the installation of a permanent sign to identify "Commonwealth Square" clearly from Main Street was tabled by the Committee with the request that staff prepare a report on the history of how Commonwealth Square received its name.

The Committee also requested that staff include a list of potential new names for the Committee's consideration.

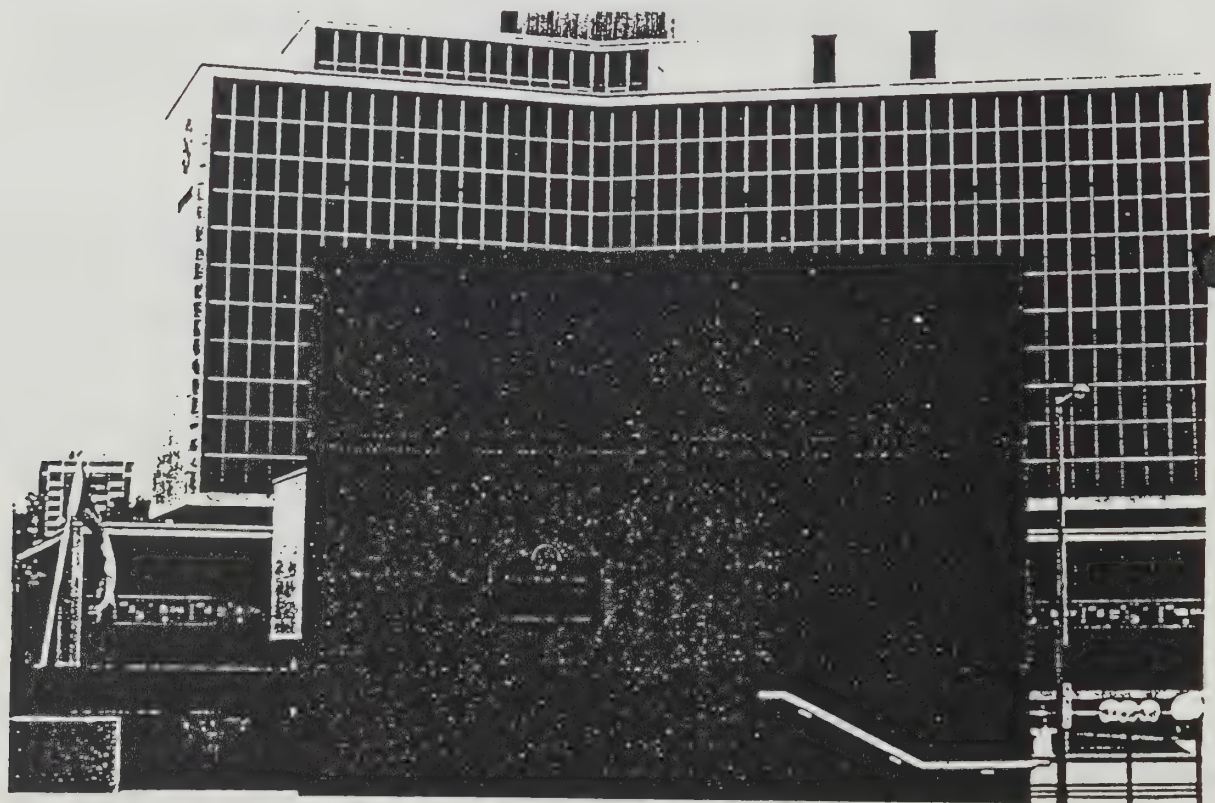
Our investigation has revealed that the space received its name as part of the City's bid to host a future Commonwealth Game. Mayor Morrow advises me that an International Amateur Sport official attended at the dedication of the Square.

I enclose herewith a photograph of the bronze plaque which has been mounted on a wall of the Square. The plaque reads:

COMMONWEALTH SQUARE
DEDICATED AUGUST 6, 1987

THIS SQUARE IS RESPECTFULLY DEDICATED TO THOSE CITIZENS OF HAMILTON WHO IN 1930, HAD THE "VISION" TO ORGANIZE THE 1ST BRITISH EMPIRE GAMES. THE COMMONWEALTH GAMES AS THEY ARE KNOWN TODAY ARE THE LEGACY OF THEIR "VISION".

The suggestion of a new name for the space does require considerable thought and requires input and direction from the elected officials. Public spaces are normally named because



September 22, 1993

Mayor Robert Morrow
Corporation of the City of Hamilton
71 Main St. West
Hamilton, On
L8N 3T4

Dear Mayor Morrow

At the Board meeting of September 14, 1993, a motion was moved and unanimously accepted 'that we request the City of Hamilton to give consideration to naming the Sculpture Court on Commonwealth Square, *The Irving Zucker Sculpture Court*'.

As you are aware, Mr. Zucker has donated significantly to the City by contributing over 4.5 million dollars of art to the Art Gallery of Hamilton. It is because of Mr. Zucker that the Sculpture Court is possible, not only through his donations of art works but also cash contributions to assure the works are prepared, properly displayed and maintained.

I am sending a copy of this letter to Counc. Don Ross, Chair of the Finance and Administration Committee and trust that we can expedite the matter as quickly as possible.

Jordan Livingston would be very pleased to make a presentation regarding the matter if you feel it is necessary.

With respect to the appropriate signage, placement, style of letters etc., I would ask City staff to contact Ted Pietrzak directly. It is desirable to provide Commonwealth Square with identity from Main Street as well as the Art Gallery and the Sculpture Court as part of the Art Gallery. I am sure that this can be easily facilitated, assuring that careful consideration is given to visibility, clarity and design.

. . . page 2

COMMONWEALTH SQUARE LIGHTING

LOCATIONS TO BE VERIFIED ON SITE

CONVENTION CENTER

HAMILTON PLACE

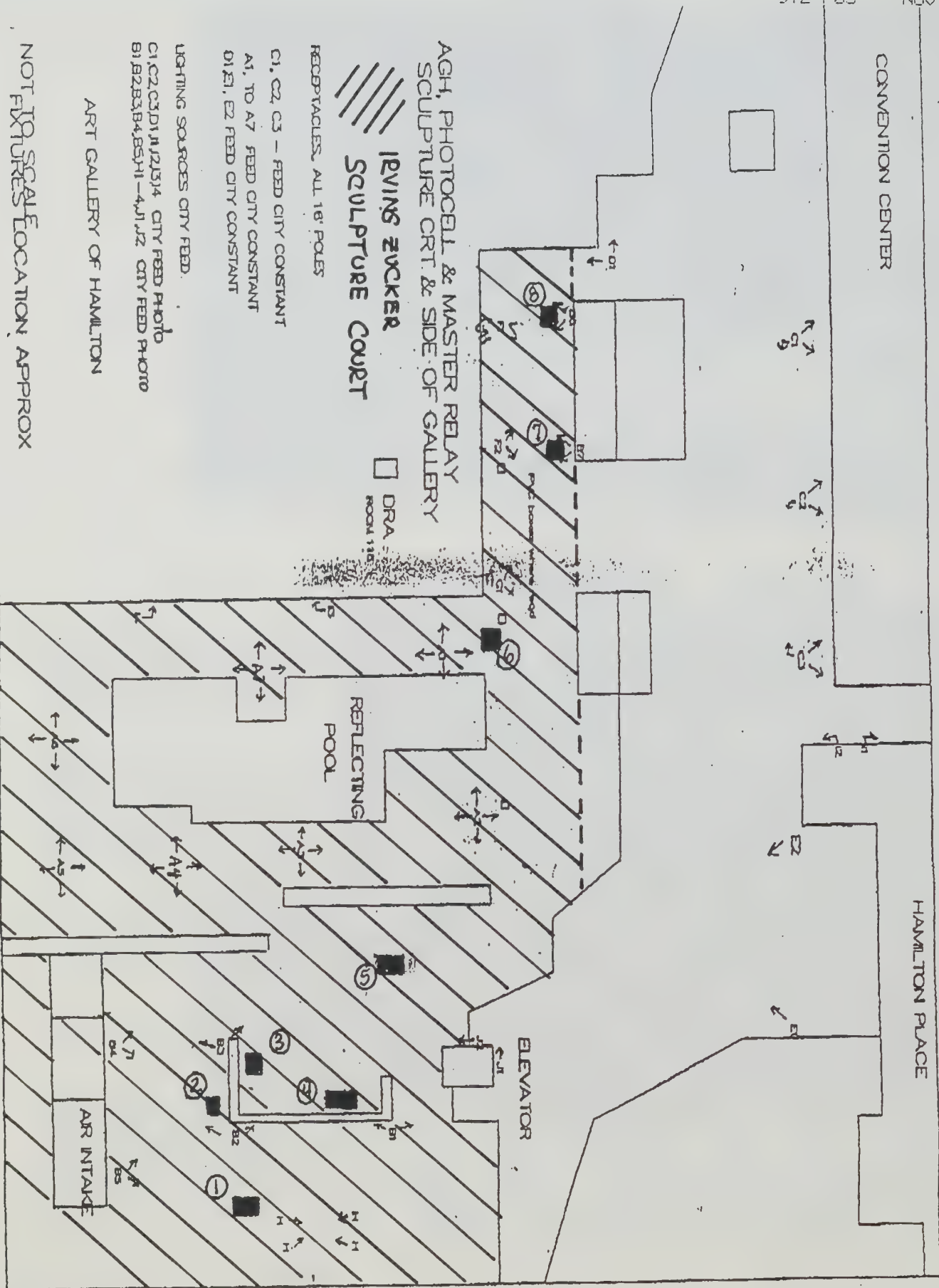
MAIN STREET

DRAFT

NOV 18 '93 12:27 10:416 546 2443

FROM: CITY/HAM PROPERTY T-549 P. 02

PAGE 3



NOT TO SCALE
FIXTURES LOCATION APPROX

CITY OF HAMILTON
- RECOMMENDATION -

8(a)

DATE: 1993 November 19

REPORT TO: Mrs. Susan K. Reeder, Secretary
Finance and Administration Committee

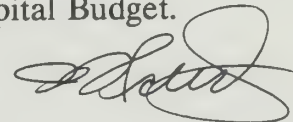
FROM: Mr. J. J. Schatz
City Clerk

SUBJECT: Votamatic Election System

RECOMMENDATION:

That the existing Votamatic Election System be used until such time as City Council directs that a new system be acquired or the existing system becomes unreliable, and that the replacement of the election system be removed from the 1993 Capital Budget.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:



The amount of \$550,000 contained in the 1993 Capital Budget will not be needed at this time.

BACKGROUND:

Following the 1991 Municipal Election, staff were directed to investigate alternatives to the existing Votamatic Election System. Some Members of Council had expressed a desire for the voters to have the capability of placing an "X" on their ballots instead of the present punch card ballots. From a functional point of view, we as staff had become concerned about the continuing reliability of the two card readers which form the backbone of the Votamatic System.

During a preliminary assessment of other automated election systems that might be available, it was determined that, at the present time, there is only one automated alternative. This alternative uses specialized equipment that can only be used for election purposes (once every three years) and would be relatively expensive to acquire.

As a precautionary measure to address the concern about the existing card readers, Information Systems has acquired additional card readers for the processing of Votamatic ballots for the 1994 Municipal Election. This has reduced the urgency to acquire a replacement system during this time of financial restraint. The Votamatic System we own has no resale value and every election we continue to use it for is a financial bonus for the Corporation.

Between now and the 1997 election, there may be alternative automated election systems available for consideration that would meet the City's requirements for election ballot processing.

8. (b)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1992 November 18

REPORT TO: Susan K. Reeder
Secretary, Finance and Administration Committee

FROM: Mr. J. J. Schatz
City Clerk

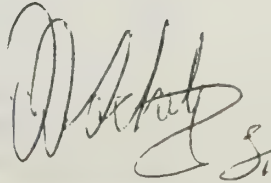
SUBJECT: Lottery Licensing

RECOMMENDATION:

- (1) That the City repeal Lotteries Licence By-law 92-006 and enact a new by-law to license lotteries, reflecting the recent provincial changes to the City's powers, including:
 - (a) A new Provincial Order-in-Council, new Terms and Conditions and an official policy manual for the issuance of lottery licences,
 - (b) the added power to license Media Bingos,
 - (c) increased prize levels for other municipal licences,
 - (d) increased authority over licensing and investigations,
 - (e) increases in licence fees for break open tickets to 3% of prizes, and
 - (f) increases in lottery fees for bazaars to 3% of prizes and \$10 per wheel of fortune.
- (2) that the City Solicitor be authorized to prepare the necessary by-law

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

An increase in staff workload is anticipated in both the Administrative and Enforcement sections of the Licence Division. Additional lottery licence revenue for 1994 of approximately



\$131,000 is projected. The numerous changes require that By-law 92-006 as amended be replaced.

BACKGROUND:

Members of the Committee were recently informed that Province of Ontario had replaced the lottery licensing provisions, by an Order-in-Council which came into effect on November 1, 1993. There are extensive additions to the City's responsibilities and powers.

The new Order-in-Council, and new Terms and Conditions passed under the order, provides for the following:

1. A redefinition of the role and responsibility of municipalities in administering lottery licensing. The municipality is primarily responsible for enforcing and investigating the breach of Terms and Conditions of the licence. There are additional powers for suspending, cancelling or refusing to issue a licence. A licence may be refused on grounds which include the number of licences or locations at which lotteries are already being conducted. Terms and conditions may be added to licences provided they do not conflict with the provincial terms.
2. The City can now issue Bingo Lottery licences with up to \$5,500.00 in prizes (formerly \$3,500.00), with up to 52 events in a year, and raffle lotteries with \$50,000 (formerly \$5,000), with new varieties of raffles permitted. Media bingos, formerly licensed by the Province, will now be licensed by the municipality. The municipality can now set a limit on the number of events a bingo licensee can run each year or under each licence. A limits is not being proposed by the City, but the issue can be reconsidered.
3. Hamilton had a practice of encouraging bingo sponsors associations. Now an association is formally required by the province at each commercial hall. The association has access to additional break-open ticket and bingo licences. It is given extensive control over scheduling and card prices, which were problem areas in the past. Along with the ability to pool and share lottery revenues, these powers give the association a greater potential for improving the position of charities who do not have prime time slots, and in creating game formats and price structures to increase charitable revenues.
4. Bingo cards may now be sold on the whole day of the event. Restrictions on time periods between events have been removed. Higher honorariums can be paid but a limit is imposed at a maximum of 3% of the prizes. The Province has also permitted the use of electronic bingo verifying equipment.
5. The definition of a raffle has been expanded to include 50/50 draws, elimination draws, calendar draws, sports pools and rubber duck races. Break-open ticket licences are now available on a special occasion basis, and the practice of allowing sales from third party

locations has been continued. There has been an increasing demand for break-open ticket licences, which is expected to increase under the new provisions.

6. The definition of a bazaar has been expanded to include a raffle with up to \$500.00 in prizes, a bingo with up to \$500 in prizes, and a maximum of 3 wheels of fortune, with the provision for higher licence fees.
7. All organizations who conduct various lottery events will be required to be financially accountable and keep detailed records. A verified financial statement must be submitted to the Licensing Authority within 120 days of their year end, and depending on the profits or wishes of the City, the financial statement may have to be audited.
8. A municipality has the choice of requiring security for the payment of prizes. Where it takes security it must use it to pay prizes if the licensee fails to pay the winners. The City is reviewing its practices, to ensure that any security taken can be relied upon to pay prizes and that the amount of security will take into account the amount of risk and the cost to the charitable organization.
9. The Province has developed a 200 plus page official licensing policy manual to assist in the administration of lottery licensing. The manual provides all current lottery licence policies and should be of great assistance in clarifying proper procedures, criteria, conflict of interest, etc. The information will be useful in approving licences, and for staff and charities in day to day decision making.
10. There are additional powers for the licensee to develop rules for their lottery, and the City would add a provision to review the rules prior to use in a lottery.

The Break-Open Tickets have become a major activity since approval was given to the sale of tickets from Third Party locations. Since 1991, the number of permanent Break-Open Ticket locations has increased from 17 to 32 and Third Party locations have increased from 2 to 135 locations, plus 10 pending applications. This coupled with a similar increase in bingo lotteries has made it necessary to reallocate Licence Division staff, both in administration and enforcement, from other activities to lottery licensing. Further shifting of staff is anticipated to meet the increased workload.

On July 27, 1993, Council approved an increase in its lottery licensing fees for bingos and raffles from 2% to 3%. As of November 1, 1993, fees for break-open tickets and bazaars may be increased similarly. The increase is being recommended because of the additional duties and responsibilities imposed on the City for lottery licensing. The existing fees for Break-Open Tickets are \$12.00 per box, changed to 3% of prizes (\$24.00 a box). The current charitable profit varies for permanent locations from \$240.00 - \$185.00 per box from which a \$12.00 licence must be deducted. With a 3% licence fee, the profit would be \$228.00 - \$173.00. At Third Party locations, where additional expenses (fundraising consultant & third party selling fees) are incurred, the net profit is \$143.00, less a \$12.00 licence fee, which

equals \$131.00. With the 3% licence fee, the net profit would be \$119.00 per box.

Bazaars, which now may include a raffle and bingo with prizes up to \$500.00 each, and up to three wheels of fortune, will be changed from the present \$10.00 in the by-law, to 3% of prizes (\$30.00) and up to \$30.00 for the wheel of fortune. The new fees are consistent with other lottery licence fees and are recommended to cover increased costs.

Other changes to charitable gaming have been implemented or are being further developed, for example:

1. The Province is licensing persons and businesses which supply premises, services and supplies for gaming under the Gaming Services Act. This allows the Province to regulate the private enterprise side of gaming such as local Bingo Halls and workers, and the seller of break open tickets who work under contract with a charity,.
2. The moratorium on the establishing of new bingo halls has been removed. The Province outlines the criteria and procedures for the establishment of new bingo halls, the relocation of an existing bingo hall and a change to a registration to upgrade an existing bingo hall. Municipalities will be involved in hearings and approvals for the halls.
3. The Province is developing a registration system for charities and others who may apply for lottery licences. The system will replace the municipal role in determining who is eligible to obtain a municipal licence.
4. The development of new lottery forms, additional licensing support and a gaming commission.

8. (b)
(i)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1992 December 15

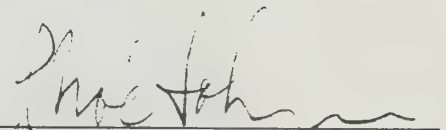
REPORT TO: S. K. Reeder, Secretary
Finance and Administration Committee

FROM: P. Noé Johnson
City Solicitor

SUBJECT: New Lottery Licence By-law

RECOMMENDATION:

That the attached By-law be enacted by City Council.



P. Noé Johnson

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

On November 30, 1993 City Council in adopting the Report of the Finance and Administration Committee will recommend that the City Solicitor prepare the attached By-law.

The attached By-law is to be enacted concurrently only if the Report of the Finance and Administration Committee is adopted by Council.

The Corporation of the City of Hamilton

BY-LAW NO. 93-

LOTTERY LICENSE BY-LAW

WHEREAS section 207 of The Criminal Code provides that a charitable or religious organization may conduct and manage a lottery scheme for charitable objects or purposes, subject to licensing and such terms and conditions as may be imposed;

AND WHEREAS the Lieutenant Governor of Ontario by Order-in-Council 2688/93, did empower a municipal council to issue lottery licences to charitable or religious organizations;

AND WHEREAS it is desirable to enact a lottery licence by-law consistent with the recent Order-in-Council, in replacement of By-law 92-006;

NOW THEREFORE the Council of The Corporation of the City of Hamilton enacts as follows:

1. In the matter of licensing charitable gaming and in the application of this by-law, reference shall be had to the provisions of The Criminal Code, Order-in-Council, Provincial Terms and Conditions and Provincial Policies, as they may be amended or replaced from time to time, and in particular the following definitions are adopted for the purposes of this by-law:

(a) "City" means The Corporation of the City of Hamilton;

(b) "Council" means the council of the City;

(c) "law" shall include The Criminal Code, Order-in-Council, Provincial Terms and Conditions, as applicable, and as they may be amended or replaced from time to time;

(d) "Licence Administrator" means the Licence Administrator appointed by the City, or a person acting in his or her capacity;

(e) "licence inspector" means an officer appointed for the purposes of inspection or enforcement of by-laws of the City;

(f) "Order-in-Council" means Order-in-Council No. 2688/93, as may be amended or replaced from time to time;

(g) "Provincial Policies" includes the Lottery Licence Policy Manual, issued by the Ministry of Consumer and Commercial Relations, and any other written policy for the issuance of charitable gaming licences supplied by or through the Ministry to municipalities for their use, as they may be amended or replaced from time to time;

(h) "Provincial Terms and Conditions" means the documents issued by the Ministry of Consumer and Commercial Relations, being terms and conditions which apply to municipal and other lottery licences, as they may be amended or replaced from time to time, including any application and report forms referred to or being part of such documents, being entitled:

(i) Regular and Special Bingo Terms and Conditions, Form No. 06033(11/93),

(ii) Media Bingo Terms and Conditions, Form No. 06346(11/93),

(iii) Raffle Terms and Conditions, Form No. 06007(11/93),

(iv) Break Open Ticket Lottery Terms and Conditions, Form No. 06415(11/93), and

(v) Bazaar Licences Terms and Conditions, Form No. 06345(11/93);

(i) The definitions for "Act" and "lottery scheme" found respectively in The Criminal Code, R.S.C. 1985, Chapter C-46, sections 1 and 207;

(j) The definitions of "charitable object or purpose", "Director" and "person" found in the Order-in-Council.

2.(1) The Licence Administrator is hereby appointed Chief Lottery Licence Officer.

(2) Every licence inspector is hereby appointed a lottery licence officer.

(3) The Chief Lottery Licence Officer shall receive licence applications and materials on behalf of the City, review applications and the conduct of lotteries, instruct lottery licence officers, and generally carry out any act or inquiry, and make any report necessary to administer the licensing of lottery schemes on behalf of the City, in accordance with the law, Provincial Policies and this by-law.

3. Licences may be approved, issued, suspended, cancelled or refused pursuant to the Order-in-Council, and applicable Provincial Terms and Conditions and Provincial Policies for the following types of lottery schemes:

- (a) Bingo,
- (b) Media Bingo,
- (c) Raffle,
- (d) Break Open Ticket Lottery, and
- (e) Lottery Schemes at a Bazaar.

4. No one shall conduct a lottery scheme in the City of Hamilton unless a licence has been issued for the lottery under the Order-in-Council and is in force on the occasion of the lottery scheme.

5. Where the Director notifies the City that a person is not eligible for a licence, no licence shall be issued to that person, and where the person already holds a licence under which a lottery scheme has not been the City shall notify the Director of the existing licence and the licence may be revoked.

6. (1) An application for a municipal licence shall be made to the Chief Lottery Licence Officer at least 45 days prior to the date on which the lottery scheme is to occur, or where there is more than one lottery scheme applied for in the application, at least 45 days prior to the date of the first lottery scheme applied for.

(2) A request for approval of a provincial licence shall be made to the Chief Lottery Licence Officer at least 90 days prior to the date of the lottery scheme applied for.

7.(1) A person applying for a licence shall pay a licence fee at the time the application is submitted, being three percent of the prizes, or in the case of a lottery scheme at a bazaar, three percent of the prizes and ten dollars a wheel for wheels of fortune.

(2) No licence shall be issued until the licence fee has been paid.

(3) Where no licence is issued, the licence fee shall be refunded.

8. The Licensing Committee of the City, may on behalf of Council, conduct any hearing and order a licence issued, or recommend that the Council suspend, revoke or refuse to issue a licence, and may give or deny approval on such other incidental matters as may be provided for in the Provincial Terms and Conditions in accordance with the law, Provincial Policies and this by-law.

9. The Chief Lottery Licence Officer shall issue such licences as Council may authorize, and no other provision of this by-law shall be deemed to oblige the Chief Lottery Licence Officer to issue a licence.

10. No one may transfer a licence issued under this by-law.

11. A licence certificate issued under this by-law is the property of the Council and the licensee shall return it to the Chief Lottery Licence Officer within 7 days after the date of the occasion or the date of the last occasion for which it was issued.

12. (1) Compliance with the provisions of the law and this by-law is a term and condition of,

(a) the issuance of a licence; and

(b) the remaining in force of a licence.

(2) The breach of a term and condition, or the failure to comply to a request or demand authorized under the law or this by-law, is cause for the suspension, revocation or refusal of a licence.

13. Every raffle lottery licensee shall number all raffle lottery tickets consecutively and in sequence.

14. Every licensee shall comply with the following terms and conditions:

1. Comply with all provisions of the law and this by-law.

2. Provide the full name, address of residence, and home telephone number of every member designated to be in charge of the lottery on behalf of the licensee, and immediately advise the Chief Lottery Licence Officer, in writing, of any change.

3. For financial reporting purposes designate a financial year end, and failing which, the licensee shall be deemed to have a financial year end of December 31.

4. Where the Provincial Terms and Conditions permit a licensee to create rules and use them for the lottery, a copy of the proposed rules shall be submitted for approval to the Chief Lottery Licence Officer prior to their use, and Chief Lottery Licence Officer shall approve them for use by the licensee if they are not contrary to the law or Provincial Policies.

5. Produce the lottery licence immediately upon demand by a lottery licence officer or a peace officer.

6. Keep and maintain a record for each lottery event, of all persons, both members and non-members assisting in the conduct and management of the lottery, and the amount of compensation paid.

7. Where the Provincial Terms and Conditions permit a licensee to pay for an expense or other charge by cash with a receipt in place of a cheque, the licensee shall ensure a written receipt is retained, which contains the name, address and signature of the person to whom the cash is paid.

8. Notify the Chief Lottery Licence Officer in writing, of the failure or refusal to award the prizes specified in the licence on the date specified, along with the reasons for such failure or refusal and the names and addresses of any winners left unpaid, within seven days of such date, and make available any books and records of the lottery scheme for review upon demand.

9. Deliver the licence certificate to the Chief Lottery Licence Officer upon the revocation or suspension of the licence.

15. A lottery licence officer or a peace officer shall, at all reasonable times, be given direct and unencumbered access by the licensee, to enquire into the nature, management and conduct of a lottery scheme, and to all books and records of the licensee relating to the lottery, before or after the issue of a licence and the holding of the lottery, to ensure there is compliance with the law and that an application for a licence can be properly considered.

16.(1) It is a term of the licence, where a peace officer has reasonable and probable grounds to believe there exists a breach of the law in relation to the lottery scheme or that the holding of the lottery scheme will result in a breach of the law, that the peace officer may order the licensee or its officers, agents or servants to cease and desist from further conducting the lottery scheme upon threat of prosecution for failure to comply.

(2) Where an order has been made under subsection (1), the peace officer shall, in addition to any other action, provide a report of the incident to the Chief Lottery Licence Officer.

17. No licensee shall prevent, hinder, molest or interfere, or permit a servant, agent or employee of the licensee to prevent, hinder, molest or interfere, with a lottery licence officer or peace officer in doing anything the lottery license officer or peace officer is authorized to do by or under this by-law.

18. In the event of a conflict between the provisions of this by-law and any Federal or Provincial Act, or an Order-in-Council of the Province passed under the authority of section 207 of The Criminal Code, or the Provincial Terms and Conditions or Provincial Policies, the provisions of such Act, Orders-in-Council, term, condition or policy prevail to the extent of such conflict.

19. Should a court of competent jurisdiction declare a part or the whole of any provision of this by-law to be invalid or of no force and effect, the provision or part is deemed severable from this by-law, and it is the intention of Council that the remainder survive and be applied and enforced in accordance with its terms to the extent possible under the law.

20. By-law No. 92-006 and amendments thereto are repealed.

21. This by-law may be referred to as the "Lottery Licence By-law".

PASSED this

day of

1993.

CITY CLERK

MAYOR

8 (c.)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1993 November 19

REPORT TO: Susan K. Reeder
Secretary, Finance and Administration Committee

FROM: Mr. J. J. Schatz
City Clerk

SUBJECT: Solicitation At Accident Scenes

RECOMMENDATION:

That the following resolution be forwarded to the Association of Municipalities of Ontario for its support:

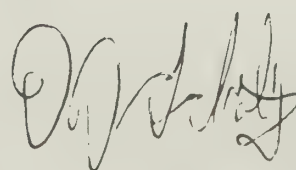
WHEREAS: Section 171 of the Highway Traffic Act prohibits the making or conveying of an offer of tow truck services within 200 metres of the scene of any accident, or of any vehicle involved in an accident on a King's Highway; and

WHEREAS: Section 171 of the Highway Traffic Act does not extend this same prohibition within municipal boundaries; and

WHEREAS: Solicitation at the scenes of accidents is an ongoing problem for Police Authorities and the citizens who are involved in accidents, and

WHEREAS: As a result of this solicitation, Police Authorities may be hampered in their investigation of an automobile accident and accident victims are pressured into having their vehicle towed to a particular shop for repair,

THEREFORE BE IT RESOLVED: That the Association of Municipalities of Ontario request the Minister of Transportation and Communication to amend the Highway Traffic Act to prohibit solicitation within 200 metres of an accident scene or vehicle involved in an accident within municipal boundaries.


5/2/94

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

On September 29, 1992, City Council petitioned the Minister of Transportation and Communication to amend the Highway Traffic Act to prohibit solicitation at the scenes of accidents. A copy of this resolution was also forwarded to the Association of Municipalities of Ontario for its support. A further letter dated October 19, 1992 giving a detailed explanation as to why the request was being made was sent to the Minister and the A.M.O. was also copied.

On January 12, 1993, the Minister replied that perhaps the City's ordinances could be amended to provide for the power to prosecute those circumventing present by-laws as a more appropriate solution to the problem then revising the Provincial Statutes.

A review of this matter has made it clear that the City has no authority to prohibit the current problems that are associated with solicitation at the scenes of accidents.

A.M.O. has advised that it requires the above resolution before it can fully consider making recommendations on this subject.

Members of the Committee will recall that through the Long Term Continuous Improvement Program, all licensing categories are being reviewed. The licensing of the Tow Truck Industry originated in order to control solicitation at accident scenes, which it has been unable to do. A report will be prepared in the near future on whether or not there is any necessity to continue the licensing of this activity.



1992 October 2nd

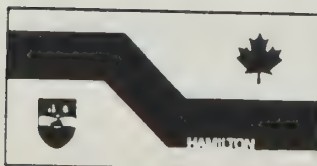
The Honourable Gilles Pouliot, M.P.P.
Ministry of Transportation and
Communication
77 Wellesley Street West
Ferguson Block
3rd Floor
Toronto, Ontario
M7A 1Z8

Dear Minister:

Please be advised that Hamilton City Council at its meeting held Tuesday, 1992 September 29, approved Section 25 of the Eighteenth Report for 1992 of the Finance and Administration Committee as follows:

- "(a) That the Ministry of Transportation and Communication be requested to amend the Highway Traffic Act to prohibit solicitation at the scenes of accidents,
- (b) That the Association of Municipalities of Ontario be requested to support this request,
- (c) That the Police Services Board of the Regional Municipality of Hamilton-Wentworth, be advised of this action."

/ 2



City Hall,
71 Main Street West, Hamilton, Ontario, Canada L8N 3T4
Telephone (416) 526-2790

1992 October 2nd

The Honourable Gilles Pouliot, M.P.P.
Ministry of Transportation and
Communication

Page 2 - continued ...

Your favourable consideration to this requested legislative change is most appreciated.

Yours very truly,



Robert M. Morrow
Mayor

RMM/SKR/dbm

c.c.- Association of Municipalities of Ontario
250 Bloor Street East, Suite 701
Toronto, Ontario M4W 1E6

- Mr. Robert Prowse, Regional Clerk
Police Services Board
Regional Municipality of Hamilton-Wentworth
- Mr. Steve Dembe, Manager of Licencing
City Clerk's Department
- Susan K. Reeder, Secretary, Finance and Administration Committee
- City Council File

19 October 1992

The Honourable Gilles Pouliot, M.P.P.
Ministry of Transportation and Communication
77 Wellesley Street West, 3rd Floor
Ferguson Block
Toronto, Ontario
M7A 1Z8

Dear Minister:

Further to the letter dated October 2, 1992 from Robert M. Morrow, Mayor, City of Hamilton, requesting that your Ministry amend the Highway Traffic Act to prohibit solicitation at the scenes of accidents, a brief explanation of this issue is now being sent to you.

This issue was brought to the City of Hamilton's attention by members of the local Tow Truck Industry and from the Police Services Board of the Regional Municipality of Hamilton-Wentworth. They expressed concern about bandit tow truck operators called "chasers" by the industry who monitor police calls and appear at accident scenes to solicit towing services. It was common for six or more tow trucks to show up at an accident scene and resulted in confusion for the police, harassment of accident victims and altercations between tow truck operators.

As a result, the City of Hamilton and at least one other area municipality passed by-laws to license and regulate tow trucks. Regulations were placed in the By-law prohibiting persons from soliciting the hiring of a tow truck or towing services within 200 metres of an accident scene. For a brief period of time, the situation appeared to improve. However, in recent months, other persons representing body shops and car rental agencies are circumventing the City's By-law and causing problems for the police and accident victims.

It was noted by members of the Hamilton-Wentworth Regional Police during discussions with Police in other jurisdictions that similar difficulties were being encountered by them.

It now appears that the only solution would involve an amendment to the Highway Traffic Act to prohibit solicitation at motor vehicle accident scenes by anyone, until after police investigations have been concluded.

Thank you for your consideration of the City of Hamilton's request.

Yours truly,

J. J. Schatz
City Clerk

c.c. Association of Municipalities of Ontario
250 Bloor Street East, Suite 701
Toronto, Ontario M4W 1E6

Mr. Robert Prowse, Regional Clerk
Police Services Board
Regional Municipal of Hamilton-Wentworth

Mr. Steve Dembe, Manager of Licensing
City Clerk's Department

Susan K. Reeder, Secretary, Finance and Administration Committee

City Council File



Ministry
of
Transportation

Ministère
des
Transports

Ferguson Block, 3rd Floor
77 Wellesley St. West
Toronto, Ontario
M7A 1Z8

Édifice Ferguson, 3^e étage
77, rue Wellesley ouest
Toronto (Ontario)
M7A 1Z8

Office of the
Minister

Bureau du
ministre

(416) 327-9200
OFFICE OF THE CITY CLERK

JAN 20 1993

REC. BY: S.G.H. DATE
REF'D. TO: S.D. DATE
REF'D. TO: DATE
REF'D. TO: DATE

ACTION: F.Y.I. &

appropriate action

January 12, 1993

Mr. J.J. Schatz
City Clerk
The Corporation of the City of Hamilton
71 Main Street West
Hamilton, Ontario
L8N 3T4

Dear Mr. Schatz:

This is in response to your letter of October 19, 1992, in which you provided the background to an earlier letter from Mayor Robert Morrow, requesting Highway Traffic Act amendments relating to tow trucks operators soliciting business at accident scenes.

The current prohibition against making or conveying an offer of tow truck services within 200 metres of an accident scene or of any vehicle involved in an accident on a King's Highway was intended only to complement by-laws in place in certain municipalities.

The City of Hamilton now recommends that the provincial law be extended to have effect on roads under municipal jurisdiction.

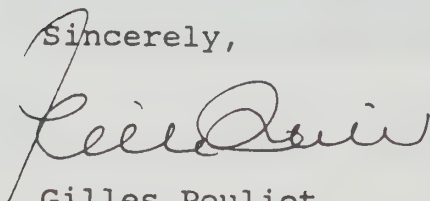
It may be that an amendment of the city's ordinances to provide the power to prosecute those circumventing present by-laws may be a more appropriate approach to the problem than revising the provincial statute. A Highway Traffic Act amendment such as that requested by the City of Hamilton would make tow-truck soliciting within municipal boundaries a Provincial Offence, thus depriving the municipalities of the right to retain fine revenues arising from convictions.

The Ministry of Transportation would not consider introducing an amendment which would impact every local and regional government in Ontario without full consultation with those municipalities, or evidence received through other channels that the proposal has support throughout the province. Such support might be expressed in the form of a resolution passed by the Association Of Municipalities of Ontario (AMO).

2/

Perhaps the City of Hamilton would consider presenting its case in that forum. If AMO supports the position of the City of Hamilton on this issue the Ministry of Transportation will give every consideration to the requested amendment.

Sincerely,

A handwritten signature in dark ink, appearing to read 'Gilles Pouliot', written in a cursive style.

Gilles Pouliot
Minister

C.C. Hon. Dave Cooke

8 (d.)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1993 November 18

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: J. J. Schatz
City Clerk

SUBJECT: Transportation of Persons with Special Needs &
Pre-School Transportation Services

RECOMMENDATION:

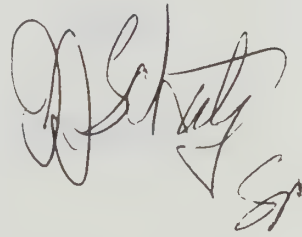
- (a) That vehicles for hire, providing transportation exclusively for preschool children, or persons who require the use of a scooter, or wheelchair and their attendants be exempted from Schedules 4 and 4a of By-law 93-069 on the basis that these vehicles:
 - (i) provide the transportation under contract, and
 - (ii) operate in a manner distinct from a taxi.
- (b) That for the purposes of this recommendation, the following shall apply:
 - (i) Vehicles for the transportation of persons requiring a scooter or wheelchair shall be equipped with a ramp or lift mechanism,
 - (ii) Scooter means a vehicle designed to carry one person who has limited ability to walk and powered by other than muscular means,
 - (iii) Preschool children means children under six years of age,
 - (iv) Taxi means vehicles with the following features:

Providing transportation on demand, where the location of boarding of the passenger and the destination is unknown in advance of the request of the passenger, where the passenger chooses the destination, where there is no set route, schedule or stops for boarding, and where any repeat or regular trips are made based on a passenger's need for transportation without a relation to the special features of the vehicle,

and "distinct from taxi" means lacking one or more of the features of a taxi.

- (v) Contract means a written agreement to provide regular transportation services, with a term of at least one month, with fees for service fixed in the agreement and not by the metering of time or mileage of actual trips, for the taking of passengers to or from a specific location, or to accommodate a special need in common to the passengers in addition to transportation and includes an agreement that is with a facility.

- (c) That the City Solicitor prepare the appropriate amending by-law.

A handwritten signature in dark ink, appearing to be 'D. Kelly', with a large 'S' or 'SR' written below it.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

At the March 4, 1993 meeting of the Finance and Administration Committee, it was recommended that the issue of the transportation of nursery school children, disabled children and adults and persons with special needs be dealt with as a separate issue from that of school transportation. Because of the differences in the nature of transportation, special needs school transportation was eventually exempted from the taxicab licensing requirements by Council.

There is a public need for transportation services, as shown by services which presently exist, which differ in important respects from taxicabs. It is because of these differences that we are not recommending that Taxicab Regulations be imposed. Municipal regulation should not be imposed when there would be a duplication of regulation (i.e. Provincial Public Vehicle Act), or when there is reasonable opportunity for passengers to be protected through a private contract and where it has been determined there are no safety or other concerns and, therefore, risk to the public is unlikely.

The regulation imposed on taxis is to prevent problems known to exist with that Industry in the public interest, and not to make them uncompetitive with other transportation services. Because of the age, condition or temporary need of passengers, special transportation is relied upon. The subjects of this report are vehicles which transport only specific passengers with particular needs to specific locations. These vehicles operate on a regular basis, often following a set route to one destination. The passengers do not directly contract with the vehicle driver on either price or location. The fares are fixed, and because of regular service, payment is often made on a monthly or longer period. There is a written contract which does or can address the special needs and safety concerns of passengers. These are important

differences, in addition to the needs of the public, which must be considered when deciding whether or not to regulate.

Taxicabs operate on a different basis, providing a 24 hour, on demand service. The passenger names the destination, and the taxi travels from point to point. There is no set route or fare, so the City regulates charges based on time and distance. The passenger does not negotiate price, features of the service, skills of the driver or safety of the vehicle. The Taxicab By-law exists to address these matters and provide consistency for the public who have no opportunity to contract in advance.

A survey in the City of Hamilton, found two services providing specialized transportation, other than D.A.R.T.S. and there are other businesses providing their own transportation (that are not vehicles for hire and, therefore, are not regulated). In addition other transportation services for persons with special needs were found but these were being carried out in larger vehicles which are exempt from regulation:

- (1) Laidlaw Transit Limited has a contract to carry approximately 30 preschool children, ages 2-5 years, who are developmentally handicapped, to the Child Development Centre, Hamilton Association for Community Living, 22 Leeming Street, Hamilton. Approximately one-half of these children require the use of wheelchairs. In addition to a non-regulated 20-passenger bus, Laidlaw provides one 8-passenger vehicle which has room for 5 wheelchairs plus 2 other seats.
- 2) Caledonia Transportation Services provides two 7-passenger vehicles for approximately 20 physically disabled children between the ages of 2-3 years, contracted to Chedoke-McMaster Hospital's Developmental Rehabilitation Program. These vehicles are equipped with specially designed car seats, which are bolted to a platform and specifically angled for the maximum safety.

Other vehicles for hire exist or may be needed to address a need, and would be prohibited or limited by requiring taxi licences. The services recommended for exemption must comply with specific requirements as set out in the contract with the agency or business, such as additional safety features (ie. car seats, child-proof locks), higher limits of liability insurance, set routes, and drivers who are specially trained to the needs of the passengers. Partly because of the requirement to service the next available customer, taxicabs and drivers are not consistently available. If onerous regulations were imposed in a by-law these services might be interrupted. Municipal regulations are not being recommended because the services are considered beneficial to the community, do not result in problems that call for regulation, and because the contract can be used to address the concerns of passengers.

The recommended exemptions are from Taxicab Licence By-law, but do not prevent taxicabs from providing similar services. A taxicab's ability to do traditional taxi business as well, may allow them to compete in such services with lower investment and operating costs.

Notwithstanding the proposed exemptions, there is the opportunity to regulate in the future should the need arise, most likely in a class distinct from taxicabs and other vehicles for hire.

In addition, staff will consider any newly established services, obtain copies of written agreements to see how they have addressed safety, and consider the criteria for passengers.

The Taxi Advisory Committee, at its meeting held November 11, 1993, considered this report and have commented that only vehicles, designed for the transportation of persons who require the use of a wheelchair or scooter, which carries three (3) or more passengers, on a contract basis should be exempted.

Staff disagree because these services which have been identified are not taxicab services, therefore, the size of the vehicle should not be a factor in whether or not these services which are of benefit to the public should exist.

9.

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1993 November 11

REPORT TO: Mrs. Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Stella Glover, Secretary
Taxi Advisory Committee

SUBJECT: Wheelchair Accessible Integrated Taxicab Licences

RECOMMENDATION:

- a) That the City Clerk be requested to prepare a report with regard to the issue of Wheelchair Accessible Integrated Taxicab Licences.
- b) That the foregoing report be forwarded to the Taxi Advisory Committee for consideration prior to submission to the Finance and Administration Committee.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Stella Glover

N/A

BACKGROUND:

At its meeting of 1991 October 8, City Council adopted Section 12 of the Eighteenth Report of the Finance and Administration Committee with respect to the licensing of a special class of wheelchair accessible integrated taxicabs, and agreed that no further action be taken to implement this special class of taxi licence until such time as the study of Transportation Services for People with Disabilities, commissioned by the Regional Technical Co-ordinating Committee was completed.

City Council further directed City Staff to investigate the feasibility of converting the present taxicabs to wheelchair accessible cabs and bring back a report to the Finance and Administration Committee. However, this request was subsequently tabled as it was considered premature before the Regional Study was completed.

Mrs. S.K. Reeder, Secretary,
Finance and Administration Committee

The Taxi Advisory Committee was advised at its meeting of 1993 October 19 that the Study of Transportation Services for People with Disabilities is now complete. In view of this, and the fact that the proposed Regional Taxi Script Programme could produce a greater demand for service by non-ambulatory users, the Taxi Advisory Committee made the foregoing recommendation.

cc. Ald. D. Drury, Chairperson, Taxi Advisory Committee
Mr. J.J. Schatz, City Clerk
Mr. S. Dembe, Licence Division Manager
File

11.

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1993 November 18

REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

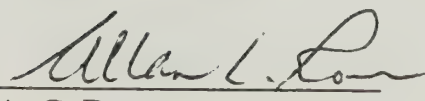
FROM: A. C. Ross
City Treasurer

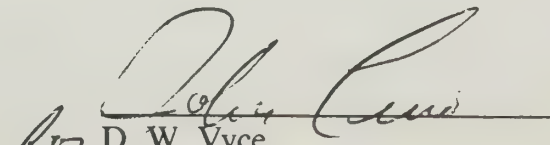
D. W. Vyce
Director of Property

SUBJECT: Funding of Capital Building Projects - Capitalization of
Architectural Division Costs

RECOMMENDATION:

- a) That the authorized cost of various capital building projects as indicated in Schedule "A", be revised to reflect an overall net funding shortfall of \$431,190 to cover capitalization costs for the Architectural Division, and that this additional net cost be financed from the Reserve for Capital Projects (Account Centre No. CH 00203) in the amount of \$420,990 and the balance from the Reserve for Park Lands (Account Centre No. CH 00201) in the amount of \$10,200;
- b) That a provision be made within the proposed 1994 Property Department - Architectural Division Current Budget in the amount of \$151,380 to cover costs for non-authorized capital building projects, advisory services, services provided for other City initiatives and non-chargeable administration costs;
- c) That the City Solicitor be authorized to revise the appropriate by-laws for projects previously authorized by the Ontario Municipal Board for debenture financing as identified in Schedule "A" column (6).


A. C. Ross


for D. W. Vyce

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

As above.

BACKGROUND:

The City's mill rate was set at 1.96% for 1991. One of the steps taken to help minimize the mill rate was to capitalize the 1991 Architectural Division Current Budget. That is, it was decided to recover the Division's operating costs from the capital fund by allocating them to various capital projects.

The 1991 Capital Budget was approved on 1991 January 29 prior to the decision to capitalize the Architectural Division Current Budget. Therefore, the approved gross cost of those capital building projects as well as that for those approved prior to 1991, did not include a specific provision for Architectural Division operating costs. This funding shortfall was compounded when subsequent approved capital building projects also did not include a provision for Architectural Division charges. As a result, it was necessary to review the funding situation for all affected capital building projects.

The entire funding mechanism for the Architect's Division has been reviewed. It is appropriate that the project management on approved capital projects continue to be charged to capital projects. Other services not directly related to approved capital projects should, however, be funded from the Current Budget.

In order to more equitably allocate the Architectural Division's operating costs to affected capital building projects, the Management Team is recommending that a hybrid system be utilized. Under this system the existing capitalization rate of \$88.95 per hour would be reduced to \$68.34 per hour for 1994. The funding for the Division's operating costs would then be provided partly from the Current Budget and partly from the Capital Budget. This amount would be determined each year by the Treasury and Property Departments. For 1994, the projected charge to the operating budget is \$151,380.

Utilizing these rates, a detailed analysis revealed that the total projected cost for Architectural Division charges for approved capital building projects up to and including those approved in 1993 amount to \$1,759,750. The total projected funding available within the projects to offset these costs totals \$1,328,560 for an anticipated net funding shortfall of \$431,190. A surplus recovery of \$55,400 was realized in 1992 and was credited to the Reserve for Capital Projects to partially finance this shortfall.

Schedule "A"

CAPITAL CENTRE NUMBER (1)	PROJECT DESCRIPTION (2)	AUTHORIZED COST FROM (3)	TO (4)	INCREASE/ (DECREASE) (5)	SOURCE OF FINANCING (6)
758841001	Traffic Operations Centre	6,180,000	6,109,970	(70,030)	DEB
709041012	West Mountain Twin Pad Arena	9,545,000	9,874,260	329,260	DEB
488941001	Fire Station No. 2/Stonechurch Rd. & Upper Wellington	1,400,000	1,412,810	12,810	DEB
489241009	Fire Station No. 4/Upper Sherman & Fennell	3,245,000	3,125,260	(119,740)	CAP LEVY
709041013	Sackville Hill Seniors' Recreation Centre	3,694,000	3,766,520	72,520	DEB
709241002	Chedoke Pool/New Changerooms	270,000	175,000	(95,000)	RCP
319141005	Treasury Department/Renovations	400,000	421,840	21,840	RCP
709141006	Hamilton Tennis Club Field House	486,000	604,280	118,280	RCP
629054019	Staff Facilities Building/Gage Park	460,000	464,130	4,130	DEB
629054018	Track & Field House/Mohawk Sports Park	440,000	442,630	2,630	DEB
709041011	Mountain Arena Twinning	2,046,590	2,058,220	11,630	RCP
329241002	Computer Relocation and Renovations-City Hall	567,000	628,590	61,590	RCP
719141002	Dundurn Castle Restoration	1,308,500	1,321,480	12,980	RCP
719141007	Whitehern Restoration	676,510	694,460	17,950	RCP
718941001	Steam Museum Pumphouse Restoration	111,590	143,220	31,630	GRANTS
629154004	Montgomery Park Field House	160,000	161,200	1,200	RPL
419154007	Pier Four Park Buildings	400,000	409,000	9,000	RPL
709341015	Wading Pool and Landscaping/Huntington Park	100,000	101,370	1,370	RCP
419355013	Harbourfront Development Study	300,000	307,140	7,140	RCP
TOTALS		<u>31,790,190</u>	<u>32,221,380</u>	<u>431,190</u>	

12.

SUBJECT: Replacement of Equipment - 1994

RECOMMENDATION:

That funds be allocated from the Reserve for Replacement of Mobile Equipment, centre No. CH 00101, for the replacement of vehicles in 1994, in the total estimated replacement cost of \$1,332,000, as follows:

Fleet Services	9 vehicles	\$ 870,000
Fleet Services	misc. other equipment	<u>462,000</u>
	Total	\$1,332,000

F. Himmel
for A. C. Ross

Photo.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

- the Reserve for Replacement of Mobile Equipment is designated for this type of expenditure and has adequate funds for these replacements;
- savings in repairs and maintenance will be achieved as a result of upgrading this equipment.
- depreciation costs will increase with the arrival of this new equipment.

Susan K. Reeder, Secretary
Finance and Administration Committee

BACKGROUND:

In accordance with the recommendation of the Director of Public Works to this Committee and subsequently approved by City Council on February 9, 1993, no equipment for Fleet Services was replaced in 1993; this present request is to obtain approval for replacement so that specifications and tenders can be prepared in order that this equipment can be received in a timely manner in 1994.

As the fleet has steadily been replaced over the last several years, the amount required for funding replacements in 1994 has dropped in comparison with previous years, as follows:

<u>Year</u>	<u>Funded</u>
1988	\$2,789,800
1989	3,406,287
1990	3,015,500
1991	2,634,950
1992	2,155,050
1993	nil
1994 (request)	1,332,000

This year's list, as attached, contains all the highest priority items for replacement.

A subsequent report will be prepared identifying any City Garage replacement requirements. The advanced timing required for the Fleet Services types of vehicles is not required for City Garage replacements. Any Fire Department requirements for 1994 will also be identified at a later date.

REPLACEMENT VEHICLE FOR 1994, FLEET SERVICES DIVISION

UNIT #	DIST #	YEAR	DESCRIPTION	PRIOR	ESTIMATE	ACCUMULATE
OO61	PKS6	1986	NATIONAL TRIPLEX MOWER	A	15,000.00	15,000.00
4211	PKS1	1989	1989 JACOBSEN LAWN MOWERS (8)	A	4,000.00	19,000.00
4001	1	1989	FS106 WEED EATERS 3-89 4-90	A	3,500.00	22,500.00
9127	8	1986	INTERNATIONAL 20YD PACKER	A	105,000.00	127,500.00
4011	PKS1	???	FS106 WEED EATERS 9-90'S	A	4,500.00	132,000.00
4013	PF	1989	FS106 WEEDEATER (1)	A	500.00	132,500.00
4015	CHED	1989	FS106 WEED EATERS (4)	A	2,000.00	134,500.00
9510	5	1985	MASSEY FERGUSON 50H LOADER	A	90,000.00	224,500.00
0089	PKS2	1987	NATIONAL 84" TRIPLEX MOWER	A	15,000.00	239,500.00
9636	CHED	1983	BOBCAT SKID LOADER	A	40,000.00	279,500.00
1212	REC	1985	ARENAQUIP ICE RESURFACER	A	50,000.00	329,500.00
4014	KF	1989	FS106 WEED EATERS (4) 0028	A	2,000.00	331,500.00
0080	KF	1986	TORO GROUNDSMASTER 327 TRACTOR	A	12,000.00	343,500.00
9761	CHED	1989	JOHN DEERE AMT622 GOLF CART	A	7,000.00	350,500.00
9762	CHED	1989	JOHN DEERE AMT GOLF CART	A	7,000.00	357,500.00
9763	CHED	1989	JOHN DEERE AMT GOLF CART	A	3,500.00	361,000.00
9120	8	1986	INTERNATIONAL 20YD PACKER	A	105,000.00	466,000.00
OO40	CHED	1986	TORO GREENSMaster PAID BY 1/94	A	22,000.00	488,000.00
9048	CEM	1984	TORO GROUNDSMASTER MOWER	A	17,000.00	505,000.00
OO98	PKS2	1989	MOTT 88 TOW BEHIND MOWER	A	6,000.00	511,000.00
0107	PKS2	1989	MOTT 88 TOW BEHIND MOWER	A	6,000.00	517,000.00
0099	PKS2	1989	MOTT 88 TOW BEHIND MOWER	A	6,000.00	523,000.00
OO57	PKS6	1987	NATIONAL 84" TRIPLEX MOWER	A	15,000.00	538,000.00
9638	4	1967	SICARD SNOW BLOWER	A	250,000.00	788,000.00
0430	CHED	1982	FMC 200 GAL SPRAYER	A	24,000.00	812,000.00
O100	PF	1985	BANNERMAN GREENSRANGER	A	3,500.00	815,500.00
0114	PF	1987	NATIONAL 84" TRIPLEX MOWER	A	40,000.00	855,500.00
9500	PKS1	1986	MF 20 F LOADER (NEEDS CREW CAB)	A	30,000.00	885,500.00
OO38	5	1986	SCAG 48" RIDING MOWER	A	15,000.00	900,500.00
4004	4	???	FS106 WEED EATERS (6)	A	3,000.00	903,500.00
4003	3	???	FS106 WEED EATERS	A	2,000.00	905,500.00
4012	PKS2	???	(4012) FS106 WEED EATERS	A	4,500.00	910,000.00
4002	2	???	FS106 WEED EATERS	A	4,500.00	914,500.00
0036	5	1989	(9786) MOTT 88 TOW BEHIND MOWER	A	6,000.00	920,500.00
9222	PKS6	1981	FORD 350 STAKE DUMP	A	35,000.00	955,500.00
4005	5	1989	FS106 WEED EATERS (8)	A	4,000.00	959,500.00
4212	PKS2	???	HAND POWERED MOWERS	A	7,000.00	966,500.00
OO33	4	1987	SCAG 48" RIDING MOWER	A	15,000.00	981,500.00
4006	PKS6	1989	FS106 WEED EATERS	A	3,500.00	985,000.00
4206	PKS6	1989	HONDA MOWERS NEVER PAID DEPIII	A	7,000.00	992,000.00
9525	1	1980	FORD 340 TRACTOR/PLOW	A	35,000.00	1,027,000.00
9472	1	1985	MASSEY FERG. 50HX BACKHOE LOADER	A	55,000.00	1,082,000.00
9662	1	1984	FORD L8000 SANDER/PLOW	A	90,000.00	1,172,000.00
9128	8	1986	INTERNATIONAL 20 YD PACKER	A	105,000.00	1,277,000.00
OO39	CHED	1987	RANSOME 350D 5 GANG RIDING MOWER	A	55,000.00	1,332,000.00

13.

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1993 November 22

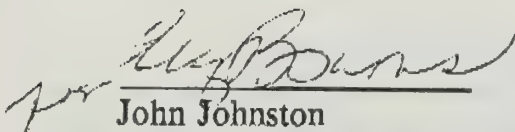
REPORT TO: Susan K. Reeder, Secretary
Finance and Administration Committee

FROM: Mr. John Johnston
Commissioner of Human Resources

SUBJECT: Employment Equity (C-038-093)

RECOMMENDATION:

1. That the principles of Employment Equity, as presented in the proposed Employment Equity Act and its Draft Regulation, as summarized in Appendix B as attached to Report C-038-093, be endorsed.
2. That the Commissioner of Human Resources be directed to develop and implement a strategy to ensure compliance with The Employment Equity Act and its Regulation.


John Johnston

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Financial Implications

The estimated cost for undertaking the mandatory components of the Act are \$116,700. Funding for employment equity initiatives requiring Human Resources staff time and materials can be absorbed within the Human Resources Centre, through reallocation of expenditures. Costs associated with union representative and employee participation on committees, which is mandatory under the Act, will be absorbed by the contributing Departments. A summary of the known costs of the Employment Equity Programme is presented in Appendix A. Costs for undertaking the Employment Systems review which will be developed by the Coordinating committee are not yet known but will be primarily staff time.

The acquisition of a Human Resources Information System (HRIS) with a relational database and the capacity to maintain, and report on, historical data will be critical to our ability to document and assess the success of our employment equity initiatives and prepare compliance reports. The current payroll/personnel system cannot perform these functions: they must be done manually. The acquisition of an HRIS forms part of the capital budget submission.

Staffing Implications

Currently 1.0 FTE, the Employment Equity Officer, is assigned to the Employment Equity portfolio. The secondment of an additional 1.0 FTE from within Human Resources for the period October 1, 1993 to December 31, 1994 will provide sufficient staff to support the requirements of the Act. Additional staff will be required if an HRIS is not implemented, since all tracking, analysis and compliance reporting will be done manually.

Legal Implications

The Act and its Regulation obligate the Employer and its employees to complete certain activities within prescribed timeframes which are designed to improve the representation of designated groups within the workforce. The regulatory requirements are summarized in Appendix B. An Employment Equity Plan and a Certificate of Compliance must be submitted to the Employment Equity Commission every three years, on or before the day that is six months after the implementation of the Employment Equity Plan. The Employment Equity Plan identifies the total number of employees who returned a workforce survey form and contains numerical information on the representation of the designated group members by occupation group; by salary range within the occupational groups; and by employment status. The Certificate of Compliance, signed by the Chief Administrative Officer, states that all activities prescribed by the legislation have been undertaken.

BACKGROUND:

This report follows previous reports (HUR-91-016) made to Committee on the Corporation's employment equity initiatives and achievements (Appendix C). The passage of the Act and its Regulation is imminent and obligates the Employer, in concert with representatives from the non-union group and the unions, to undertake significant and far reaching measures designed to achieve employment equity goals. Details of these responsibilities are contained in Appendix B and summarized below.

It is anticipated that changes resulting from public hearings on the legislation and the regulation will be minor and Employers and bargaining agents should be encouraged to commence employment equity planning immediately.

The commitment of Council, senior management, the unions and employees to employment equity is vital to the success of all our employment equity activities. Each step of the process required under The Act will require significant effort; however, focusing on the development of fair equitable policies and procedures will ensure that the best qualified

candidates are selected for employment.

Legislative Intent

The Government of Ontario introduced Bill 79 to provide employment equity for aboriginal people, people with disabilities, members of racial minorities and women. It is forecast that by the end of the decade, individuals in these designated groups will comprise more than eighty percent of the new entrants to the workforce. It is based on the premise that, as a consequence of amending employment policies and procedures which have an adverse affect on the hiring, retention and promotion of designated groups in the workplace, their representation in the workplace will be in proportion to their representation in the community. Passage of the legislation is expected to occur in late 1993 or early 1994; with a compliance designated of eighteen months later for broader public sector Employers with more than 50 employees.

The Draft Regulation for Bill 79, released on July 16, 1993, outlines the specific steps that an employers and its bargaining agents must take to develop and implement employment equity in the workplace.

Legislative Compliance

Compliance with the legislation and the regulation requires the completion of a three step process:

1. Workforce Survey - collection and analysis of self identified information on the composition of the workforce;
2. Employment Systems Review - determination of policies and practices adversely affecting current and potential employees; and
3. Employment Equity Plan - establishment of goals and a construction of a plan to remove those employment barriers.

Employers are also required to inform their employees about employment equity, include their participation in the development of the employment equity plan, and retain certain data pertaining to employment equity and file certain information with the Employment Equity Commission.

There are several aspects of the legislation and its regulation that are generating much debate. The requirement that Employers establish goals and timetables for the measurement of progress in achieving employment equity is an issue. Numerical goals consider:

the difference between designated group representation in the occupational groupings of the Employer's workforce and the working age population in the community;

which members of designated groups in the Employer's workforce already have the skills or could be trained for other positions; and,

how many designated groups in the community have the qualifications for an occupational group, the right skills for a specific job in that group or how many people are graduating from Ontario institutions where they have learned the necessary skills;

The timetable by which improved representation of the designated group members should occur considers:

the rates of turnover in the organization

promotion and attrition in the workforce which affects the admission rate of new entrants and,

the promotional opportunities available to existing employees.

Naturally, both the numeric goals and the timetable will change over time to reflect changes in the variables noted above.

An equally contentious issue is whether or not seniority clauses in collective agreements have an adverse affect on the employment, promotion and retention of designated group members.

CONCLUSION:

It is our position that the Government legislation is consistent with the already established principles of this Corporation and that the appropriate steps be taken to operate within the framework and compliance requirements of the Government.

APPENDIX A

ESTIMATED COSTS - EMPLOYMENT EQUITY PROGRAMME

1.	Support staff (seconded from within Human Resources)	\$45,000
2.	Mandatory Committees (meetings and supplies)	\$29,900
3.	Mandatory Communications	\$ 5,350
4.	Training and Development (including supplies)	\$10,850
5.	Workforce Survey (meetings and supplies)	<u>\$25,640</u>
		\$116,740
	Costs absorbed within existing budgets	\$116,740
	Remaining costs	0

Appendix B

Regulatory Requirements Under The Employment Equity Act

The Regulation sets out a three-step process which must be undertaken in order to comply with The Act. It also outlines specific requirements regarding retaining and reporting information, filing certificates with the Employment Equity Commission and employee participation.

1. The Workforce Survey

Every Employer will be required to conduct a workforce survey to determine the composition of its workforce, specifically, how many members of designated groups are in the workforce at a particular time.

Prior to conducting this survey, the Employer is required to provide employees with information about the principles of employment equity so that employees have a clearer understanding of why the survey is being conducted and why policies and practices are being reviewed.

Every employee of the Employer at the time the survey is originally conducted must receive a survey. Every employee who subsequently wishes to identify him or herself as belonging or no longer belonging to a designated group or every person who subsequently becomes an employee of the Employer must be given a survey form to complete.

The workforce survey must state that:

- a) completion of the survey is voluntary, however, whether or not an employee chooses to answer the questions, the survey must be returned;
- b) information collected from the survey shall be kept confidential and not be disclosed or used except for the purpose of complying with the legislation;
- c) the Employer must be able to identify each person who returns a survey;
- d) Employers will provide assistance to any employee who needs help in filling out the survey.

When the survey is complete, the Employer must determine how many members of each designated group work in each occupation group. Every Employer will be required to conduct a new survey after nine (9) years.

2. Review of Employment Policies and Practices

Every Employer shall identify and review their employment policies and practices, both formal and informal, with respect to:

- a) hiring of employees;
- b) promotion of employees;
- c) training of employees and the evaluation of their performance;
- d) termination of employees;
- e) determination of salaries and benefits;
- f) accommodation of special needs of members of the designated groups, i.e. physical access to the workplace, flexible working hours.

Every Employer shall determine which policies or practices reviewed contains a barrier to the hiring, retention or promotion of members of the designated groups.

A policy or practice will be considered a barrier if it has a direct or indirect negative impact on members of designated groups.

3. The Employment Equity Plan

Once the barriers to employment have been identified, Employers and employees must decide how to eliminate these barriers and how to make the workplace more representative of the community. The plan shall be in effect for three years from the date in which the Employer was required to prepare it.

Each Employer's employment equity plan must:

- a) list each barrier that the Employer has identified as a result of the review;
- b) identify those barriers that will be eliminated before the end of the plan and set out a process and timetable for their elimination;
- c) identify qualitative (non-numerical) measures that the Employer has developed and implemented;
- d) identify qualitative measures that the Employer has not yet implemented and outline a process and timetable for implementation;
- e) set out goals and timetables for the development and implementation of qualitative measures that have been identified but not yet developed.
- f) set out numerical goals for each of the designated groups in each occupational group in the Employer's workforce;

g) set out the process by which the Employer intends to monitor the development and implementation of the goals and timetables set out in the plan and identify who will be responsible for carrying out the monitoring.

4. Retaining and Reporting Information

The Draft Regulation specifies how information is kept and reported. Every Employer must prepare a report on or before the day that is six months after the beginning of the term of the first plan.

This report must contain the following information:

- a) the number of employees in each occupation group and the number of designated group members among those employees at the beginning of the term of the plan;
- b) the number of permanent full-time, permanent part-time, term and seasonal employees and the number of designated group members among those employees at the beginning of the term of the plan;
- c) the total number of employees who filled out and returned a workforce survey before the beginning of the term of the plan;

Employers with 500+ employees must also provide information about the number of designated group members in four salary range groups for each occupational group.

5. Filing Certificates with the Employment Equity Commission

The Certificate which must be filed by the Employer with the Commission shall be signed by the Chief Executive Officer of the Employer on or before the day that is six months after the beginning of the term of the plan.

The first certificate shall include a statement that:

- a) the Employer has provided the information and carried out the consultations required by the Regulation;
- b) the Employer has conducted the workforce survey, completed the review of the employment practices and policies and prepared an employment equity plan;
- c) outlines the number of employees in the Employer's workforce and the number of members of each of the designated groups among those employees at the beginning of the term of the plan;

d) the Employer has prepared the report required under the Regulation respecting the first plan; and

e) identifies where the Commission may obtain a copy of the report.

6. Employee Participation

When the Employer's employees are represented by more than one bargaining agent, a coordinating committee shall be established. This committee shall be established at least twelve months before the date by which the Employer is required to prepare the employment equity plan.

This committee shall be composed of one representative of each of the bargaining agents and a number of representatives of the Employer not to exceed the total number of the representatives from the bargaining agents.

The Employer and the bargaining agents shall each select their representative who will be responsible for carrying out the responsibilities of the committee.

The committee shall determine such factors as which responsibilities will be carried out by the committee; by the Employer and individual bargaining agents; or by any other means determined by the coordinating committee.

Any employee selected by the bargaining agent to sit on this committee is entitled to whatever time is required from his or her place of work that the Employer and the bargaining agent agree is necessary to attend meetings, prepare for meetings or to carry out any duties that arise from any of those meetings.

CITY OF HAMILTON
- INFORMATION -

DATE: 1991 April 19

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. John Johnston
Commissioner of Human Resources

SUBJECT: Employment Equity Program (C-022-091)

BACKGROUND:

This report will provide an overview of the City of Hamilton's Employment Equity achievements to date as well as goals and strategies under consideration for the future.

This report is divided into three key areas:

Legislation,
Employment Equity Workplan - Achievements-to-Date, and
Employment Equity Workplan - Goals and Objectives.

The goal of an employment equity program is to ensure that a corporation hires, promotes and trains employees on the basis of competence. Judge Rosalie Abella was commissioned to investigate equality in employment in 1984. She coined the term employment equity to cover a variety of measures to improve the status of four designated groups known as the target or protected groups and expressed the philosophy of employment equity in the following way:

"Sometimes equality means treating people the same, despite their differences, and sometimes it means treating them as equals by accommodating their differences."

These groups include women, visible minorities, aboriginal persons and the disabled. Extensive documentation shows that members of these groups have not been afforded fair access to employment. They have a higher than national rate of unemployment; lower workforce participation rates and more occupational segregation. Employment equity is a process to identify and remove employment barriers that limit or prevent the progress of women, aboriginal persons, visible minorities and the disabled in the work force.

Successful corporations adapt employment practices by removing bias from employment practices and policies; reduce the wage gap between men and women; and achieve a balanced representation of members of the four designated target groups in all occupations and at all organizational levels. The well being of the corporation depends on fair opportunity for all.

LEGISLATION:

All levels of government are involved in ensuring equality in the workplace.

A. Federal Initiatives

The Employment Equity Act proclaimed in 1986 is intended to achieve equality in the workplace. Crown Corporations, Federal Agents and Ministries are required to implement programs ensuring members of the four designated groups achieve equitable representation and participation in the work force and to report their results on an annual basis.

The Federal Contractors Program also introduced in 1986 requires federal contractors to achieve and maintain a fair and representative work force.

B. Provincial Initiatives

The Ontario Human Rights Code was first enacted in 1962 and was most recently amended in 1986. The spirit of the Ontario Human Rights Code is the recognition of the dignity and worth of every person and provides for equal rights and opportunities for everyone without discrimination.

The Pay Equity Act, passed in 1986, requires all employers with more than 10 employees to implement pay equity plans by January 1, 1990. The purpose of Pay Equity is to ensure that compensation practices are free of gender bias and that the concept of equal pay for work of equal value is sustained.

It is anticipated that in 1991, the Provincial Government will introduce Employment Equity legislation in Ontario that will apply to public and private sector employers with an annual payroll of more than \$300,000.

It is predicted that employers will be required to comply with the following requests:

1. develop, implement and post an employment equity plan
2. file a written report assessing the progress of the implementation of the plan

3. file a statistical report on:

- i) the representation of each of the designated target groups in all occupational levels
- ii) the number of employees hired, promoted and terminated for each occupational category and the numbers from each designated group
- iii) the range, average and median compensation of each designated group for each occupational category

4. Negotiations with trade unions on the development, implementation, and monitoring of the employment equity plan.

Recently, the Minister of Citizenship nominated Juanita Westmoreland-Traore for the new position of Employment Equity Commissioner.

The senior levels of government have shifted the emphasis on programs stressing reporting and data collection on the composition of the workforce to more result oriented programs with emphasis on programs designed to eliminate barriers to employment for designated group members.

C. Municipal Initiatives

To citizens of a community, municipal government is perceived as a role model and can, therefore, play a critical role in eliminating discrimination and promoting fair practices within the community. As service providers, employers, purchasers of goods and services, municipal governments can affect the quality of life of its citizens in a positive manner by adhering to the principles of equal opportunity within its own workforce.

Several municipalities have declared themselves equal opportunity employers and have designed and implemented equal employment opportunity programs and policies to support and promote this philosophy. Examples of employment equity initiatives are as follows: recruitment and selection practices; human rights in the workplace policies and procedures; training and staff development; programs for persons with disabilities; program initiatives for women and visible minorities; and research and data base initiatives.

The City of Hamilton has made significant strides towards achieving employment equity and compares favourably with other municipalities.

THE EMPLOYMENT EQUITY WORKPLAN - ACHIEVEMENTS TO DATE:

The implementation of policies and procedures and the commitment to training and development reflect the corporation's commitment to abide by the principles of employment equity: to provide fair and equal employment opportunities to its employees.

A. Employment Equity Staffing and Organizational Structure

The employment equity staff (.5 FTE coordinator, 1 FTE officer and .5 Clerical support) of the Human Resources Centre provide advice and guidance on employment equity matters and investigate complaints of harassment and discrimination in the workforce. Human Resources staff involved in recruitment, compensation, training and development, labour relations and occupational health all contribute to ensure that non-discriminatory employment practices are maintained.

B. Policies

1. Employment Equity Policy

The City of Hamilton made its initial commitment to employment equity in May, 1985, by adopting an employment equity policy which identifies and profiles a plan of action and outlines the responsibility of all levels within the corporation. (See Appendix 1)

2. Policy against Harassment in the Workplace

The original policy against harassment in the workplace that was implemented in 1985 is being revised and amended to include:

- i) Policy Against Personal Harassment
- ii) Policy Against Harassment & Discrimination

These revisions are being made in collaboration with the Ontario Human Rights Commission.

- Education & Awareness

C. Procedures

1. Harassment and Discrimination Complaint Procedures

Accompanying the above-noted policies are three (3) sets of procedures employees must follow if they choose to make an internal complaint alleging either personal harassment or harassment and discrimination based on a violation of the Ontario Human Rights Code:

- i) Procedures Against Personal Harassment
- ii) Procedures Against Harassment & Discrimination
- iii) Procedures for Complaints Against Members of Council

2. Procedures For Record of Offence Checks

Procedures are being established for conducting police record of offence checks on successful applicants for particular positions within the corporation. These procedures will be carried out on a test basis and will be evaluated at the end of a three month period.

D. Training & Development

1. Human Rights Training

- i) December 1989, both the Region and City Management Teams agreed that Human Rights training should be mandatory for all employees. A one-day training session was developed for upper-management and middle-management and a two day training session was developed for front-line supervisory staff and foremen/women. Training began in May, 1990, and to date eighty-four percent (209/249) of Regional management and sixty-four percent (197/307) of City management have attended. By the conclusion of these sessions in May, 1991, we anticipate a 100% participation rate. A Human Rights in the Workplace training session will be offered to new supervisors and managers as part of the In-House Training Curriculum.
- ii) A ten minute video entitled "Discrimination and Harassment - It's No Joke" is near completion. This video is part of a training package that will be used during on-site Human Rights information sessions scheduled to begin September 1991.

2. Cross-Cultural Awareness

In keeping with the spirit of "The Year of Racial Harmony," a one-day training session has been developed to encourage participants to understand and explore cultural differences.

3. Interviewing Skills

This is a two-day training session offered to supervisory and managerial employees involved in the hiring process. The objective of this course is to improve participant's skills and abilities to make better candidate selection decisions. Topics covered include hiring the disabled, complying with the Ontario Human Rights Legislation as it applies to selection decisions and effective interviewing techniques.

E. Data Collection

1. Region/City Work Force Survey

Voluntary employment equity surveys were conducted in 1987 and 1988 to identify the representation and distribution of target groups in the current work force. The City and the Region fared quite well as far as the representation of women, visible minorities and aboriginal persons.

The survey results are as follows:

The City of Hamilton		1986 Census Information Hamilton & Area
Visible Minorities	3.4%	3.15%
Aboriginal Persons	1.3%	3.47%
Women	26.8%	not available
Information on disabled persons in the work force was not tabulated		
The Regional Municipality of Hamilton-Wentworth		1986 Census Information Hamilton & Area
Visible Minorities	5.52%	3.15%
Aboriginal Persons	.82%	3.47%
Women	36.47%	not available
Information on disabled persons in the work force was not tabulated		

The target group populations are sufficiently represented, however, members of these groups were not represented in all the occupation groups present in the corporation such as protective services, skilled crafts, foremen/women and manual labour.

2. Workforce Profile - In-House Training

All employees attending in-house training courses are requested to complete an employment equity questionnaire. The information obtained from this form allows us to keep data on the number of persons in the four designated groups attending training and will assist in determining the training needs of employees.

3. Applicant Tracking Data

External applicants are requested, anonymously and voluntarily, to complete an employment equity questionnaire. (See Appendix 2.) The information obtained is strictly confidential and is used to determine the number of target group members applying for employment with the City and the Region. This information helps to identify any changes needed to promote fair employment practices and to remove any systemic barriers that may exist. Applicant tracking can also assist in the development of outreach recruitment initiatives.

4. Internal/External Hiring Statistics

Statistics regarding the percentage of target group members hired for positions within the City/Region are maintained so that any systemic barriers within the hiring and promotion policies and procedures may be addressed. Limitations with our existing data base and input capabilities restrict the collecting and maintaining of information on the four target groups to external applicants.

5. Visible Minority Survey - Boards and Commissions

A visible minority survey of the City of Hamilton Boards, Commissions and Citizen Committees was completed in February 1990. Based on the results, recommendations on strategies to increase representation of Visible Minorities on the Boards and Commissions were made to the Finance and Administration Committee and adopted.

F. Corporate Communication

1. The Employment Equity Division of Human Resources is in the process of developing posters and brochures to alert employees to their responsibilities and rights under the Ontario Human Rights Code and to Region/City policies against harassment and discrimination in the workplace. Brochures informing employees of the internal procedures to follow should they have a complaint of harassment/discrimination will be distributed at employee information sessions scheduled to begin September 1991.

2. Awareness of training programs was attempted through a reminder noted on the bottom of all employees' pay checks issued January 17, 1991.

G. Employment Equity Committees and Programs

1. Initiatives

i) Assistive Devices Funds

In 1989, both City/Region Councils approved a budget of up to \$10,000.00 annually for assistive devices to accommodate disabled persons in the workforce. In the past year, for example, an auditory output computer was installed for a visually impaired Library employee and in the Department of Engineering tactile floor tiles were installed to assist a visually impaired employee.

ii) Day Care Task Force

Pursuant to the resolution of Council dated August 28, 1990, a joint City/Region Day Care Task Force has been established. The Task Force consists of three Department Heads appointed by the CAO's and six employees. The first meeting of the Task Force was held April 2, 1991.

iii) Regional Advisory Committee for the Physically Disabled

In September 1990, the Architectural Access Sub-Committee began working on guidelines for Architectural Accessibility to be applied to all City/Regional leased, owned or operated premises.

iv) The Employment Equity Co-ordinator acts as a resource person to the Mayor's Race Relations Committee.

2. Networking

i) Municipal Employment Equity Network

Quarterly Employment Equity Staff from a number of municipalities meet to discuss employment equity issues, program development, changes in legislation and trends in the area of employment equity.

ii) Hamilton Employment Equity Network

Employment Equity staff from a variety of publicly funded institutions meet to discuss current employment equity issues.

EMPLOYMENT EQUITY WORKPLAN - GOALS AND OBJECTIVES:

The corporation's achievements have been reviewed and evaluated. A workplan has been established augmenting what has been accomplished to date and anticipating future requirements from the provincial government. Data collection, policy development and implementation, and corporate communication have been identified as key areas requiring consideration and are outlined below.

A. Data Collection

1. Establish a computer data base of employment equity information.

The establishment of an employment equity database is a high priority as it is critical to measuring the achievement of our employment equity goals. Presently, data is tabulated manually or drawn from other databases and recompiled in a separate database. A system which permits easy input and retrieval of data, without compromising the confidentiality of the information is under design.

2. Design and implement an employment equity workforce survey.

Identification of the distribution of members of the target groups throughout the workforce is integral to employment equity planning and essential for analyzing and comparing this information with information on the corporation's external labour market and the non-designated group workforce. Ongoing discussions are being held with the Ontario Human Rights Commission in regard to the methodology and timing of a workforce survey.

3. Re-design and implement the process for tracking internal/external hiring statistics.

Tracking both external and internal applicants in areas of hiring, promotions and terminations for each occupational category and collecting data on the numbers and proportions of those people from each designated group is necessary to evaluate policies and practices to ensure discrimination and barriers to employment do not exist.

4. Submit data on harassment and discrimination cases in the City/Region to the CAO's.

5. Amend the existing occupational coding.

This code refers to the classification of jobs into categories according to the nature of work being undertaken. Occupational coding provides a foundation for systems review to ensure the absence of systemic bias and will allow us to respond to Provincial requests for information on the composition of our workforce in a prompt and efficient manner.

B. Policy Development and Implementation

1. Review current policies with respect to race relations and discrimination.
2. Review internal and external recruitment and selection policies to ensure compliance with the legislation and to ensure that fair and equitable practices are being followed.
3. Develop and implement internal and external recruitment and selection procedures.
4. Assess the need for an outreach recruitment process.
5. Ensure fair, equitable and unbiased application of benefits to target group members.
6. Review access of benefits to part time employees.
7. Establish guidelines for departments to ensure applicant testing does not violate the Ontario Human Rights Code.
8. Draft a job sharing policy.

C. Corporate Communication

1. Establish a joint Region/City Employment Equity Steering Committee consisting of one representative from each management team and two or three employees.
2. Submit employment equity reports and updated to the Management Teams and CAO's.
3. Publish employment equity reports and updates in City and Regional newsletters.
4. Conduct employment equity information sessions for employees.
5. Promote and participate in employment equity week.

CONCLUSION:

Employment equity is an on-going process that involves developing, implementing and evaluating measures and operational goals to ensure fair and equitable practices are maintained. Establishing goals and timetables that are consistent with the values of both employment equity and the corporation will help to create a climate where equal opportunity is a reality, however, its success will ultimately depend on the corporation's willingness to commit and promote the letter and spirit of employment equity.

The Corporation of the City of Hamilton

POLICY OF EMPLOYMENT EQUITY

It is the policy of the Corporation of the City of Hamilton to ensure that equal employment opportunity is given to all qualified persons regardless of race, ancestry, colour, ethnic origin, place of origin, age, citizenship, sex, creed, marital status, family status, physical or mental disability, except where there exists a proven bona fide occupational qualification.

All policies, procedures, programs and facilities will be examined to ensure that unnecessary barriers which have the effect of restricting employment and promotional opportunities do not exist.

All employees will be encouraged to identify where they feel barriers to employment equity exist within the organization and report any incidents of unequal treatment.

All employees will be encouraged to determine their personal goals with regard to their employment and encouraged to take actions necessary to obtain skills, education and experience required to achieve these goals.

The Corporation of the City of Hamilton shall establish and maintain programs to ensure Employment Equity for all persons, and, where necessary, special programs shall be established to further the advancement of the four initial target groups-women, disabled persons, native peoples, and visible minorities.

A. EMPLOYMENT EQUITY RESPONSIBILITIES

1. City Council

- (a) Adoption of Employment Equity Policy
- (b) Adoption of Amendments to Policy as required
- (c) Provide adequate resources where necessary to implement and administer programs.

2. Chief Administrative Officer

- (a) Ensure proper implementation of Programs
- (b) Monitor effectiveness of programs

3. Director of Personnel

Develop and administer programs in consultation with the Chief Administrative Officer and the Department Heads

4. Department Heads

- (a) Ensure that the Policy of Employment Equity is applied throughout the department and is closely monitored
- (b) Examine all Department Policies and Procedures for Employment Equity

5. Staff Advisory Team

- (a) Receive employee reports of artificial barriers and incidents of unequal treatment.
- (b) Examine reports, and recommend solution or refer to Director of Personnel, Chief Administrative Officer, Department Head or Management Team for disposition

6. Employee

- (a) Report, in writing, any areas where they feel there may be barriers to Employment Equity
- (b) Report, in writing, any incidents of possible unequal treatment

B. EMPLOYMENT EQUITY PROGRAMS

1. Statistical Data Collection Program for four target groups as defined by the Federal Government's Employment Equity Program - Women, Disabled Persons, Native Peoples (Status & Non-Status Indians, Metis, Inuit) and Visible Minorities
 - (a) Workplace Profile
 - (b) Application for Employment
 - (c) New Hires
 - (d) Promotions
 - (e) Training
 - (f) Termination
2. Education of Staff - re Employment Equity
3. Examination of all Policies and Procedures
 - (a) Recruitment
 - (b) Selection
 - (c) Placement
 - (d) Training
 - (e) Compensation
 - (f) Performance
 - (g) Promotion
 - (h) Transfer
 - (i) Termination
 - (j) Screening Devices
 - (i) Interviews
 - (ii) Tests
 - (iii) Assessment Mechanisms
 - (iv) Academic Records
 - (v) Reference Checks
4. Examination of Positions
 - (a) Descriptions
 - (i) Eliminate artificial barriers
 - (ii) Eliminate unnecessary qualifications
 - (b) Physical Demands Analysis
 - (c) Qualification Awareness

5. Examination of Workplace Barriers

- (a) eliminate, where possible, or
- (b) adapt, if economically feasible

6. Examination of Education & Training Programs

- (a) Use
- (b) New programs to encourage development of target groups
- (c) Career Opportunities
- (d) Equitable Treatment

7. Investigate Possibility of Day Care Services for Employees



Human Resources Centre

Both the City and the Region are committed to equal employment opportunity for all qualified persons.

It is the job of the Employment Equity Co-Ordinator and the Co-Ordinator of Occupational Health to ensure this. To do so, your co-operation is required in providing the following information which can help identify who is applying for work--men, women, disabled, native persons or visible minorities. This information will help the City and Region determine how successfully all applicants are presently being managed, as well as assist in identifying any changes needed to promote fair employment practices in the future.

The Employment Equity Co-Ordinator is available to address any concerns you have about fair consideration of your application. If you have a disability, the Co-Ordinator of Occupational Health may be able to help by finding out more about your abilities and any special needs.

This information is strictly confidential and only for use by the Employment Equity Co-Ordinator and Co-Ordinator of Occupational Health in monitoring and supporting your application. Providing this information does not guarantee that you will get the job for which you applied, but it will ensure that your chances are as good as your qualifications and abilities.

You are under no obligation to complete this form.

Do you wish to complete this form?

YES _____ (please turn over)

NO _____ (please deposit in ballot box located
on the front counter or return in the
enclosed envelope)

Please turn over...

PLEASE INDICATED IF YOU ARE A MEMBER OF ONE OR MORE OF THE
FOLLOWING GROUPS:

MALE _____

FEMALE _____

*NATIVE INDIAN _____

*VISIBLE MINORITY _____

CAUCASIAN (WHITE) _____

*DISABLED _____

*A native person (i.e., Status or Non Status Indian, Metis, Inuit)

*A visible minority (i.e., Non-white persons other than native
persons)

*"Disabled" is defined as any actual or perceived physical,
emotional/mental or learning difficulty that interferes or may
be perceived by others as interfering with one's personal or
work activities.

In light of your disability, is it likely that you may require
some special work arrangements or modifications?

YES _____ (Please specify) _____

NO _____

If you are disabled and would like to review your application
and accommodation needs, please ask the receptionist to refer
you to our Occupational Therapist.

Thank you for your co-operation.

Please deposit this form into the ballot box located on the front
counter or return it in the enclosed envelope to:

Employment Equity Co-Ordinator
Regional Municipality of Hamilton-Wentworth
Human Resources Centre
P.O. Box 40, Station "A"
Hamilton, Ontario L8N 3A2

DO NOT ENCLOSE YOUR APPLICATION FORM IN THE SAME ENVELOPE

*-This form approved by the Human Rights Commission, Special Program
No. 53.

PLEASE INDICATE IT WAS A NUMBER OF ONE OR MORE OF THE
FOLLOWING CATEGORIES:

1. Other factors (i.e., status of the person, social, family, etc.)

2. Other factors (i.e., status of the person, social, family, etc.)

3. Other factors (i.e., status of the person, social, family, etc.)

4. Other factors (i.e., status of the person, social, family, etc.)

5. Other factors (i.e., status of the person, social, family, etc.)

6. Other factors (i.e., status of the person, social, family, etc.)

7. Other factors (i.e., status of the person, social, family, etc.)

8. Other factors (i.e., status of the person, social, family, etc.)

9. Other factors (i.e., status of the person, social, family, etc.)

10. Other factors (i.e., status of the person, social, family, etc.)

11. Other factors (i.e., status of the person, social, family, etc.)

12. Other factors (i.e., status of the person, social, family, etc.)

13. Other factors (i.e., status of the person, social, family, etc.)

14. Other factors (i.e., status of the person, social, family, etc.)

15. Other factors (i.e., status of the person, social, family, etc.)

16. Other factors (i.e., status of the person, social, family, etc.)

17. Other factors (i.e., status of the person, social, family, etc.)

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